



Student Affairs Administration
MICHIGAN STATE UNIVERSITY

2023 Practica Catalogue

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Title: Academic Advising Associate

Description: The Honors College (HC) is seeking a practicum Academic Advising Associate for Summer 2024. The Academic Advising Associate will support and advise incoming students from the Academic Scholars Program (ASP). Through this experience, the practicum student will learn about the advising practices of a specific unit and how this experience differs from major advising. They will gain practical experiences regarding key advising policies, core program requirements, and advising first-year ASP students in 1:1 and group capacities. In addition to direct advising, the practicum student will also engage with several other projects including summer bridge program planning, course design, cross-campus collaborations, new student orientation, student leader training & supervision, and assessment. Responsibilities may be completed remotely excluding the in-person Summer ACE Program in mid-July. An extended description of this practicum can be found here: <https://tinyurl.com/HCAAA24>

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Erika Crews	Pronouns	she/her
Title	Director of Diversity, Equity, Inclusion, and Belonging	Email	e crews@msu.edu
Department	Honors College	Phone	517-355-2326

ACPA/NASPA Competencies Advising and Supporting, Leadership, Organizational and Human Resources, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	0	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	0		

Name of Practicum Fair Representative Erika Crews

Title: Academic Advising Practicum

Description: The College of Communication Arts and Sciences seeks to hire a practicum student to work with undergraduate students through the ComArtSci Academic and Student Affairs Office. This practicum student will work with an academic advisor to learn the role of an academic advisor and the work functions of academic advising, course selection, connecting students with campus and local academic resources, and use of technological applications to assist students in developing their academic plan. The goal of this position is to provide the opportunity to learn one ComArtSci major and work to be able to independently meet with students (while being observed by advisor). Other possible areas they could get experience in include: New Student Orientation (NSO), recruitment events, study abroad, student engagement and retention, professional development, etc.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Jennifer New	Pronouns	She/her
Title	Associate Director of Academic & Student Affairs	Email	jnew@msu.edu
Department	College of Communication Arts and Sciences	Phone	517-974-4921

ACPA/NASPA Competencies Advising and Supporting, Leadership, Student Learning and Development

Positions Available by Term

Spring 2024	2	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024	2		
Fall 2024	2		

Name of Practicum Fair Representative Samuel Cho & Tara Gazdecki, possibly Chris Roberts (currently on paternity leave)

Title: Assessment and Strategic Planning Coordinator

Description: This practicum will focus on assessment, strategic planning, and consulting within the Writing Center at Michigan State. In collaboration with the Center's internal Assessment Committee, the SAA student(s) will engage in ongoing assessment initiatives while working with the Center's Directors in the early phases of strategic planning. They will also foster consulting strategies and practices while working with multiple stakeholders including campus and community collaborators as well as international partners.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	includes an hourly wage; includes access to professional development funds.
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Supervisor Information

Full Name	Grace Pregent	Pronouns	she/her/hers
Title	Interim Director	Email	pregentg@msu.edu
Department	The Writing Center	Phone	517-353-7239

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Leadership, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Dr. Pregent; Bethany Meadows, Graduate Assistant Director; Katie Fillion, SAA Student and WC Coordinator

Title: Briggs Summer Scholars Coordinator

Description: Partner with the Assistant Dean to recruit and welcome the next group of Briggs Summer Scholars! Briggs Summer Scholars is a summer program for students to get a jump start on math and lab-focused courses (taught by Briggs faculty, online, during the second half of summer), combined with in-person programming (August 17-20). Practicum students will help develop an orientation session for families and students prior to the start of the online course, in partnership with our Briggs faculty; develop community building and academic support during the online class; and develop and implement the in-person programming as part of the August program. Practicum students will also be involved in overall assessment and strategic planning for the future of the program, in partnership with the Assistant Dean.

Modality	Virtual during the summer, with in-person required during the program (8/17-8/20)	Compensation & Benefits	includes an hourly wage. This is a paid practicum (\$20/hr).
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Supervisor Information

Full Name	Niki Rudolph	Pronouns	she/her
Title	Assistant Dean of Student Success and Advising	Email	niki@msu.edu
Department	Lyman Briggs College	Phone	517-353-6480

ACPA/NASPA Competencies	Advising and Supporting, Assessment, Evaluation, and Research, Social Justice and Inclusion, Student Learning and Development
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Positions Available by Term

Spring 2024	0	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024	1		
Fall 2024	0		

Name of Practicum Fair Representative	Niki Rudolph
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Title: Clery Act Compliance

Description: The purpose of this practicum is to provide the participant an opportunity to see how Clery Act compliance is implemented in a large university setting. You will receive orientation and training which includes a breadth of legislative precedence and how our internal processes interact with university and federal procedures. Once orientation and training are complete, the participant will have the opportunity to choose a focus area/project that fits within their professional goals.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** Dependent on funding

Supervisor Information

Full Name	Maja Myszkowski	Pronouns	She/Her/Hers
Title	Clery Act Compliance Coordinator	Email	myszkow2@msu.edu
Department	Office of Audit, Risk, and Compliance	Phone	517-353-2620

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Law, Policy, and Governance, Leadership, Technology

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative No representative at the Practicum Fair. Students are encouraged to contact Maja directly with any questions.

Title: College of Education Undergraduate Advising Practicum

Description: The College of Education practicum offers an educational experience combining academic advising, student supervision, co-curricular programming, and peer advisor training development. Positions are available for the fall, spring, and summer semesters – the type of work may vary depending on the semester. Through this experience, the practicum student will have the opportunity to have direct academic advising experience within the College of Education majors of Kinesiology and Teacher Education – two very different programs. Within an academic advising setting, students will learn about new student orientation, semi-annual enrollment, co-curricular programming, academic probation programming, and the use of peer advising. The practicum student is welcome to propose different opportunities and collaborate with their supervisor to ensure they are getting the experience they desire personally and professionally.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Elizabeth Springer	Pronouns	She/Her
Title	Academic Advisor	Email	andre337@msu.edu
Department	Student Affairs Office - College of Education	Phone	517-353-9680

ACPA/NASPA Competencies Advising and Supporting, Organizational and Human Resources, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Elizabeth Springer

Title: CoRe Co-Curricular Program Assistant

Description: Student is responsible for managing the CoRe Experience. Work with the engineering campus community and external constituencies by providing information and supporting relationships pertaining to CoRe collaborations. Assist in the preparation, organization, and delivery of materials for meetings and events. Coordinate space reservations. Stock and inventory supplies and equipment. Evaluate operations and processes to recommend improvements and modifications. Monitor program and operations for assigned area to ensure consistency with campus student services goals, strategic plans, policies, and procedures. Develop and conduct training seminars and workshops for student employees. Collect and analyze information and statistics, preparing reports and making recommendations. Collaborate with Student Services Coordinators to provide and improve services to students. Set area goals and objectives and measure quality. Prepare for and participates in/on a variety of college and community committees, workshops, meetings, training sessions, and conferences. Attend/Lead evening student staff meetings and CoRe programs. Other duties as assigned.

Modality	requires 100% in-person hours.	Compensation & Benefits	includes an hourly wage. 9–10 hours per week/\$30 per hour.
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Supervisor Information

Full Name	Carmellia Davis-King	Pronouns	
Title	Co-Curricular Director	Email	kingcarm@msu.edu
Department	College of Engineering CoRe	Phone	(517)355-6616 ext 2

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Organizational and Human Resources, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	2	Position Open Outside of SAA MA Applicants?	No
Summer 2024	0		
Fall 2024	2		

Name of Practicum Fair Representative Carmellia Davis-King

Title: Detroit M.A.D.E. Scholars Program Intern

Description: The Detroit M.A.D.E. intern is provided with a diverse experience within student development, engagement and success. The intern can choose from several projects including 1) Student Transition Initiative involving outreach and recruitment of new cohort of participants, interfacing with orientation and admissions to name a few partners 2) Peer mentor Initiative that looks to enhance our leadership training and mentor components. 3) High Impact Practice Initiatives – developing, revising and implementing service learning projects, study away/abroad programs, internship programming, and living learning project.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Joy Hannibal	Pronouns	she/hers
Title	Assistant Director	Email	hanniba2@msu.edu
Department	Detroit M.A.D.E. Scholars Program / Undergraduate Education	Phone	517-355-6588

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Mayra Torres - torre131@msu.edu

Title: EmpowHER Women*s Student Services Graduate Intern

Description: The empowHER Leadership Retreat at Michigan State University empowers girls in fourth to ninth grade, fostering confidence, passion, and purpose. Co-facilitated by Women*s Student Services and supported by the Division of Student Life & Engagement, we're looking for a 2024 program development intern passionate about gender equity. Under the supervision of the Director of Women*s Student Services, this practicum aligns existing programs with the retreat's mission, creating a positive educational environment for women and all students facing gender-based oppression at Michigan State University.

As the graduate intern, your role includes overseeing registration and serving on the planning committee (gain experience in event coordination, logistics, program development, and student engagement). On the retreat day, you can facilitate workshops, assist behind the scenes, or mentor girls, all contributing to building self-confidence, resilience, and a supportive community. Join us in promoting empowerment at Michigan State University. Learn more at <https://empowherretreat.com>.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	does not include additional compensation; includes an hourly wage.
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Supervisor Information

Full Name	Heather Shea	Pronouns	she/her/hers
Title	Director	Email	hshea@msu.edu
Department	W*SS Advancing Women + Gender Equity	Phone	517-432-7556

ACPA/NASPA Competencies	Advising and Supporting, Leadership, Social Justice and Inclusion
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Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024			
Fall 2024			

Name of Practicum Fair Representative	Heather Shea (possibly one other person)
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Title: Engineering Inclusion and Diversity Graduate Practicum

Description: This position will support Engineering Inclusion and Diversity Efforts (EGRID), with a primary focus on supporting the Multicultural Initiatives Program (MCI) and First-Generation Student Support. We also have opportunities to work with our ESSA Summer Bridge Program (spring + summer or summer only) and Gender & Sexuality Student Student (GSSS). These offices support the academic, professional, and personal growth of underrepresented students in Engineering. This paid practicum will provide graduate students with opportunities to develop and implement specific projects and programs. While we anticipate the intern will support office functions through planning and implementing academic, social, and career programming, there will also be opportunities to design this practicum based on personal and professional interests. For example, if interested in working with first-generation college students, there will be opportunities to work with the population through advising, assessment, evaluation, and/or leadership development.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Elizabeth Burbatt	Pronouns	she/her/hers
Title	Director for First-Generation Student Initiatives	Email	burbatte@msu.edu
Department	MSU Engineering Inclusion & Diversity	Phone	616-251-1440

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	1		
Fall 2024	1		

Name of

Practicum Fair Representative Elizabeth Burbatt, Maurice Traylor

Title: Events and Advising Practicum Student

Description: Student will assist with planning, execution, and assessment of multiple career related events and programs, work to increase student engagement with the Career Services Network by creating and disseminating appropriate materials, participate 1:1 student advising, assist with data collection and interpretation of first destination survey, and research and assist with the creation of career plans that take into account student development theory, and Holland Codes.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Randi Martinez	Pronouns	She/Her
Title	Director	Email	mart1705@msu.edu
Department	Career Center in the College of Communication Arts and Sciences	Phone	517-355-6500

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Personal and Ethical Foundations, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	0		
Fall 2024	0		

Name of Practicum Fair Representative Randi Martinez and/or Jess Brandt

Title: First-Generation Student Success Practicum Student Assistant

Description: The Practicum Student for First Generation Student Success will have the opportunity to bring their own ideas and initiatives to the First-Generation Leadership and Innovation (FLI) Vanderploeg scholars program as well as campus-wide first-gen initiatives, using what they have learned in their program as well as relevant literature and theory.

Practicum students will engage students through social media, 1:1 student success coaching, program design and implementation, and opportunities for community building. This position will design, implement, and analyze programmatic assessments, to improve our services and support students. They will collaborate with external partners (faculty, staff, and alumni) to create innovative programming to support first-generation students in the program. In addition, the Practicum Student will support existing programs such as the FLI Early Arrival Program, New Student Orientation, End of the Year Celebration, National First-Generation College Celebration Week, and educational workshops.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Sarah Ward	Pronouns	she/her/hers
Title	Assistant Director for First Generation Student Success	Email	wardse@msu.edu
Department	NSSC/Pathways	Phone	5178844082

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Student Learning and Development, Technology

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Sarah Ward and/or Marlene Villa

Title: First-Year New Student Orientation Practicum

Description: The Transitions and Transfer Student Success unit (formally known as New Student Orientation) is designed to eliminate barriers for new students to MSU through a collaborative effort with internal and external partners. The Transitions and Transfer Student Success practicum will provide a graduate student the opportunity to apply student development theory in creating inclusive programming, community building, engagement, and sense of belonging for new, first-year MSU students. The graduate student will assist the Director of Transitions & Transfer Success and New Student Orientation Program Coordinator in outreach, marketing, branding, and communication for first-year initiatives. In addition, utilizing an identity-conscious student success framework the graduate student will assist in the assessment of student success outcomes as it relates to persistence, retention, and graduation, to ensure equitable outcomes for new incoming, first-year MSU students.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Jared Stratz	Pronouns	he/him/his
Title	New Student Orientation Program Coordinator	Email	stratzja@msu.edu
Department	New Student Orientation https://orientation.msu.edu/	Phone	6162954430

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Social Justice and Inclusion, Student Learning and Development, Technology

Positions Available by Term

Spring 2024		Position Open Outside of SAA MA Applicants?
Summer 2024	1	
Fall 2024		

Name of Practicum Fair Representative Jared Stratz

Title: Graduate Academic Advisor

Description: The Psychology Undergraduate Advising Office is seeking 2 practicum students for the summer 2024 semester. The Graduate Academic Advisor will assist in welcoming over 600 new undergraduate psychology majors by assisting with individual and group advising meetings during their New Student Orientation. Responsibilities will also include assisting with our PSY General internship Crouse grading and discussion facilitation. Additional opportunities to shadow Psychology advisors during current student appointments and drop-ins will be available.

Modality	requires 100% virtual hours.	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Lindsay Spitzley	Pronouns	She/Her
Title	Assistant Director	Email	spitzlin@msu.edu
Department	Psychology Office of Advising and Undergraduate Services	Phone	517-614-4437

ACPA/NASPA Competencies	Advising and Supporting, Student Learning and Development, Technology
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Positions Available by Term

Spring 2024	0	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	2		
Fall 2024	0		

Name of

Practicum Fair Representative Lindsay Spitzley and/or Rachael Zaborowski

Title: Office of Student Support & Accountability Graduate Project Lead

Description: The practicum student will have an opportunity to develop a project around the following functional areas: academic integrity, student conduct, behavior intervention, medical leave and return, and conflict resolution/restorative justice. Additionally, the student will be able to shadow and participate in all the office proceedings and discussions.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Jake Kasper	Pronouns	He/Him/His
Title	Assistant Director of OSSA	Email	kasperja@msu.edu
Department	Office of Student Support & Accountability	Phone	

ACPA/NASPA Competencies	Assessment, Evaluation, and Research, Law, Policy, and Governance, Leadership, Personal and Ethical Foundations, Social Justice and Inclusion, Student Learning and Development
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Positions Available by Term

Spring 2024	2	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	2		
Fall 2024	2		

Name of

Practicum Fair Representative Jake Kasper and Kari Stone-Sewalish

Title: Office of the University Ombudsperson Program Assistant

Description: The Office of the University Ombudsperson provides the university community a confidential, independent, neutral, and informal resource in addressing student-related concerns both academic and non-academic. The practicum position will assist the office staff in outreach activities, case management, and the tracking of systemic concerns. The practicum student will collaborate with staff in outreach activities as well as training in conflict resolution for students and student groups. Additionally, the practicum student will have the opportunity to observe and engage in confidential one-on-one conversation with undergraduate students concerning classroom issues and concerns, helping to navigate and explain university policy. The practicum will also involve research into a systemic concern and provide recommendations. The practicum will abide by the International Ombuds Association's Standards of Practice and Code of Ethics, as well as the Office of the University Ombudsperson's Charter. Additional information can be found here: <https://ombud.msu.edu/mission-approach-principles>.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Ryan Smith	Pronouns	he/him/his
Title	Assistant University Ombudsperson	Email	smit3034@msu.edu
Department	Office of the University Ombudsperson	Phone	517-353-8830

ACPA/NASPA Competencies

Advising and Supporting, Law, Policy, and Governance, Organizational and Human Resources, Personal and Ethical Foundations, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of

Practicum Fair Representative Ryan Smith

Title: POE Graduate Project Coordinator

Description: The MSU Prevention, Outreach and Education (POE) department is offering a practicum experience opportunity in the area of undergraduate student services. POE promotes safety and improves quality of life by educating members of the MSU campus community on sexual assault and relationship violence (SARV), eliminating violence on campus, empowering staff, faculty and students to become advocates for a non-violent community and positively affecting social change. The department creates, facilitates and assesses various workshops, initiatives and strategic processes to educate and empower the campus community. The practicum student will have an opportunity to work on various small projects within the student services team. The individual will assist with developing content for training, deliver presentations and participate in the It's On Us Week of Action planning. The individual will also learn about various tailored prevention programs such as Greeks Take the Lead, Spartans Against Violence, Bystander Network and SARV.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	\$500 stipend for the semester
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Supervisor Information

Full Name	Matea Caluk	Pronouns	she/her
Title	Associate Director	Email	POE.mateacaluk@msu.edu
Department	Prevention, Outreach and Education Department	Phone	517-355-3954

ACPA/NASPA Competencies	Law, Policy, and Governance, Social Justice and Inclusion, Student Learning and Development
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Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024			
Fall 2024	1		

Name of Practicum Fair Representative Matea Caluk

Title: Practicum for the Inclusive Campus Initiative

Description: The graduate student completing a practicum with the Inclusive Campus Initiative (ICI) will assist the ICI Project Manager with the implementation and development of ICI communication strategies, campus outreach, and programming. These areas are designed to create a more inclusive and safer MSU campus. Our primary focus is to support marginalized students with their concerns outlined from a series of student demands and ongoing new campus concerns. The practicum student will also work with ICI leadership who are part of Student Life and Engagement through support of the ICI Task Forces working to support the larger MSU DEI Strategic Plan.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Meaghan Kozar	Pronouns	she/her
Title	Project Manager	Email	kozarmae@msu.edu
Department	Office of the Vice President for Student Life & Engagement	Phone	517-449-9148

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Meaghan Kozar

Title: Residential College in the Arts and Humanities Academic Advising Practicum

Description: This practicum offers a unique experience combining academic advising and programming in a highly collaborative, small residential college emphasizing a sense of belonging, social justice, and student success. The practicum student will learn the Arts and Humanities curriculum and independently advise Residential College in the Arts and Humanities (RCAH) students. Within an academic advising context, the practicum student will learn about new student orientation, education abroad, semi-annual enrollment, and scholarship administration. The practicum student can attend a variety of college and university level leadership meetings, plan RCAH programming, and assist with commencement. RCAH is the smallest of the three residential colleges, allowing the student affairs staff to work collaboratively with RCAH leadership, faculty, staff, and students. The practicum student is welcome to propose different opportunities and collaborate with the Director of Student Success and Advising to ensure they are getting the experience they desire personally and professionally.

Modality	requires 100% in-person hours.	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Marissa King	Pronouns	She/her
Title	Director of Student Success and Advising	Email	kingma17@msu.edu
Department	Residential College in the Arts and Humanities	Phone	517-884-1243

ACPA/NASPA Competencies	Advising and Supporting, Leadership, Social Justice and Inclusion, Student Learning and Development
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Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	0		
Fall 2024	1		

Name of Practicum Fair Representative	Marissa King
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Title: Spartan Experience Record Intern

Description: The SER intern will hold responsibilities supporting strategic growth of the co-curricular record. They will assist in helping building partnerships and educating faculty, staff, and students on the SER, support data review, focus groups, and unique projects. Intern will gain experience working in an academic affairs unit.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage. -

Supervisor Information

Full Name	Sarah Schultz	Pronouns	she/her/hers
Title	Director, Spartan Experience Record	Email	schul407@msu.edu
Department	Spartan Experience Record	Phone	517-353-2348

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Student Learning and Development, Technology

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Sarah Schultz, Shannon Hicks

Title: StartSmart Women*s Student Services Graduate Intern

Description: Are you eager to champion gender equity and address the pay gap through helping undergraduate students gain skills in salary negotiation? Join Women*s Student Services (W*SS) as a StartSmart Graduate Intern. Your responsibilities will include attending Start Smart Leadership Team Meetings, liaising with campus departments and student organizations, scheduling workshops, creating promotional materials, and facilitating AAUW Start Smart salary negotiation workshop sessions. You'll also have the opportunity to present on salary negotiation at the annual WILD Conference, organize the AAUW Start Smart Facilitator Mixer, and support other WSS initiatives. This unpaid practicum position requires a commitment of approximately 8-10 hours per week during the Spring or Fall 2024 semester, with potential for paid summer internships and flexibility for remote or in-person work. Make a meaningful impact by contributing to gender equity efforts at MSU - apply now to be part of the WSS team!

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** pay during summer only

Supervisor Information

Full Name	Heather Shea	Pronouns	she/her/hers
Title	Director	Email	hshea@msu.edu
Department	W*SS Advancing Women + Gender Equity	Phone	517-432-7556

ACPA/NASPA Competencies Advising and Supporting, Leadership, Organizational and Human Resources, Social Justice and Inclusion

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of Practicum Fair Representative Ashley Bustamante

Title: Student Affairs Associate

Description: The Honors College (HC) is seeking a practicum Student Affairs Associate for Summer 2024. Our office has a broad range of student affairs activities in the summer, including New Student Orientation, first-year experience program planning, and large- and small-scale admissions programs. Through this experience, the practicum student will provide support for three first-year programs: the Honors Navigators Peer Mentorship Program, Honors College Orientation (Green) Teams, and HC IMPACT, which is a weeklong pre-college service program focused on addressing inequity in our community. Opportunities include student leader training and supervision, benchmarking, and event planning and facilitation. Responsibilities may be completed remotely excluding the in-person HC IMPACT Week of Service August 17-21. An extended practicum description can be found here: <https://tinyurl.com/HCSA24>

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Erika Crews	Pronouns	she/her
Title	Director of Diversity, Equity, Inclusion, and Belonging	Email	e crews@msu.edu
Department	Honors College	Phone	5173552326

ACPA/NASPA Competencies Advising and Supporting, Leadership, Organizational and Human Resources, Social Justice and Inclusion, Student Learning and Development

Positions Available by Term

Spring 2024	0	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	0		

Name of Practicum Fair Representative Erika Crews

Title: Student Development and Leadership Assistant

Description: The graduate practicum student, in coordination with the practicum supervisor Dr. Allyn Shaw, will discuss the graduate student's professional interests and how they may align with the current needs of the office. This practicum opportunity works with senior administrators at Michigan State University on an assigned project. Past projects have included researching different functional areas such as Veterans Services and Parent Services to develop their website and/or unit proposals for the creation of a new website, office, or program at MSU. The practicum student will be responsible for developing their own project timeline and holding themselves accountable to the project timeline. This practicum requires a student who is self-motivated and able to work, think, and make decisions independently. The graduate student will also meet with senior level student affairs officers to share some of their research and gain an understanding for how different student affairs functional areas operate at MSU.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Allyn Shaw	Pronouns	he, him
Title	Assistant Vice President for Student Development and Leadership and Interim Dean of Students	Email	Shawall@msu.edu
Department	MSU Student Life & Engagement	Phone	5178841348

ACPA/NASPA Competencies Leadership, Organizational and Human Resources, Personal and Ethical Foundations, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024	0		
Fall 2024	1		

Name of Practicum Fair Representative Allyn Shaw

Title: Student Success Initiatives Assistant Coordinator

Description: As a Practicum student in OCAT, you will have the opportunity to gain experience in a variety of ways working with Students from historically marginalized communities and intersecting identities. You will assist on projects that include retention of students of color, the promotion of cultural awareness, and the planning/coordination of our Leadership Institute, Animo Series, or Dia de la Mujer Annual Leadership and Empowerment Conference. You will work collaboratively with our Student Success Initiatives Team and coordinate strategic initiatives related to student success and belonging. The work could include facilitating meetings with project leads, managing timelines and scope, identifying connection points and barriers, conducting benchmarking analysis, process mapping, and other duties as needed to successfully move the project to completion.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Murray Edwards	Pronouns	He Him
Title	Associate Director	Email	edward12@msu.edu
Department	Office of Cultural and Academic Transitions	Phone	517-353-7745

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Leadership, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024	1		

Name of

Practicum Fair Representative Murray Edwards, Jason Worley, Juan Flores

Title: Summer Graduate Internship in Women*s Student Services

Description: The graduate student completing a paid summer internship (also eligible for a practicum credit) in Women*s Student Services (W*SS) will assist the director and assistant director in the development and implementation of programming that lends to a positive educational environment for women and all students experiencing gender-based oppression at MSU. Summer graduate interns typically facilitate a feminist summer book club discussion series and serve as the primary staff lead for planning W*SS fall welcome events, including FEMfest: A Celebration of Feminism in the Arts. The graduate student intern joins the network of W*SS, which also includes undergraduate interns, volunteers, and affiliated student organizations and as such is an essential part of the staff of W*SS. Full job description available upon request.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Heather Shea	Pronouns	she/her/hers
Title	Director	Email	hshea@msu.edu
Department	W*SS Advancing Women + Gender Equity	Phone	517-432-7556

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Leadership, Social Justice and Inclusion

Positions Available by Term

Spring 2024		Position Open Outside of SAA MA Applicants?	No
Summer 2024	1		
Fall 2024			

Name of

Practicum Fair Representative Dr. Heather Shea

Title: Transfer Student Success Center Practicum: Transfer Student Initiatives

Description: The Transfer Student Success Center is a newly created innovative and conceptual space within the Transitions & Transfer Student Success Unit. The Transfer Student Success Center is designed to eliminate barriers to MSU transfer student success (i.e., time to graduation; retention) through a collaborative effort with internal and external partners. The Transfer Student Success Center practicum will provide a graduate student the opportunity to apply student development theory in creating inclusive programming, community building, engagement, and sense of belonging for MSU transfer students. The graduate student will assist the Director of Transfer Student Success and Transfer Student Success Coordinator in outreach, marketing, branding, and communication for transfer initiatives. In addition, utilizing an identity-conscious student success framework the graduate student will assist in the assessment of student success outcomes as it relates to persistence, retention, and graduation, to ensure equitable outcomes for all MSU transfer students.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** includes an hourly wage.

Supervisor Information

Full Name	Dr. Charles Jackson	Pronouns	he/him/his
Title	Director, Transfer Student Success Center	Email	jacks252@msu.edu
Department	Transitions & Transfer Student Success	Phone	517-884-3681

ACPA/NASPA Competencies Assessment, Evaluation, and Research, Social Justice and Inclusion, Student Learning and Development, Technology

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Yes
Summer 2024	1		
Fall 2024	0		

Name of

Practicum Fair Representative Dr. Charles Jackson and Ashley Hewlett-Lemke

Title: TRIO Academic Success Initiatives

Description: TRIO Student Support Services (SSS) is seeking a practicum student for the SS24 or FS24 semester. The TRIO Academic Success Initiatives Intern (AISS) will work with the TRIO SSS Academic Success Coordinator to assist in the development and implementation of academic success initiatives for TRIO SSS students. Current initiatives include a robust Peer Tutoring program, academic workshops, graduate school preparation, and financial education. Through this practicum experience, the AISS will gain an in-depth understanding of holistic, anti-deficit approaches to student success, as well as an understanding of grant-funded programs and their operations. TRIO SSS provides academic assistance and support to qualified students to support the attainment of a baccalaureate degree. More specifically, the TRIO SSS program serves students who are first-generation, income-qualified, or who have a documented disability. The program operates within a framework of educational equity and serves over 600 students annually.

Modality	is negotiable (a combination of in-person and virtual hours).	Compensation & Benefits	does not include additional compensation.
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Supervisor Information

Full Name	Emily Abrams	Pronouns	she/they
Title	Academic Success Coordinator	Email	abramsem@msu.edu
Department	TRIO SSS	Phone	614-564-7990

ACPA/NASPA Competencies	Advising and Supporting, Social Justice and Inclusion, Student Learning and Development
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Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024			
Fall 2024	1		

Name of Practicum Fair Representative	Emily Abrams
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Title: Undergraduate Admissions Practicum

Description: Undergraduate Admissions Practicum intern opportunity aims to build or enhance experiences with recruiting methods. The intern will present information about MSU to a diverse range of prospective students in a variety of settings. They will also assist office staff with phone calls and email inquiries while working closely with other admissions staff in a 65-person office. The intern will also learn about the college application review process; potentially representing the university at college fairs and local high schools; and other duties as assigned. Interns should seek to leverage oral and written communication skills and identify whether they wish to develop software skills (e.g., Qualtrics, SPSS, etc.) as part of this practicum. Must possess a willingness to work independently as well as part of a team.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** does not include additional compensation.

Supervisor Information

Full Name	Terence Brown	Pronouns	he/him/his
Title	Assistant Director	Email	brownnter@msu.edu
Department	Office of Admissions	Phone	517-353-1708

ACPA/NASPA Competencies Advising and Supporting, Assessment, Evaluation, and Research, Student Learning and Development

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	Still to be determined
Summer 2024			
Fall 2024			

Name of Practicum Fair Representative Terence Brown

Title: Undergraduate Career Coach Educator - Business

Description: This role is part of the undergraduate career coaching team of the Career Management Office that supports Broad College of Business students. After shadowing for two to three weeks, the practicum student will meet with students 1:1 in support of their career development and job search needs, serve in a role much like an undergraduate teaching assistant through one or more career seminar courses, helping to grade assignments and help with in-class exercises.

Modality is negotiable (a combination of in-person and virtual hours). **Compensation & Benefits** MAY (tent.) include a stipend of around \$1500.

Supervisor Information

Full Name	Kristen Hintz	Pronouns	
Title	Associate Director, Undergraduate Career Coach Lead	Email	hintzk@msu.edu
Department	Broad College of Business - Russell Palmer Career Management Center	Phone	517-432-7060

ACPA/NASPA Competencies Advising and Supporting, Leadership, Organizational and Human Resources, Student Learning and Development, Technology

Positions Available by Term

Spring 2024	1	Position Open Outside of SAA MA Applicants?	No
Summer 2024	0		
Fall 2024	1		

Name of Practicum Fair Representative Kristen Hintz and Lauren Hinkel