**Project Application:**

**Integrate Civic Engagement into Curriculum**

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**Project Descriptions and Stipends:** This project is focused on integrating civic engagement in the classroom through one of two ways. 1) Redesign the entire course around Service Learning, or 2) Create and then integrate a module where students are asked to link the course material to civic engagement for an assignment or unit within the course. These two options are similar in content but differ in scope. The first option asks faculty to make the entire course the focus of the project while the module asks faculty to focus on just one part of their course (assignment, module, key issue, etc.). There will be awarded two Service Learning Course Redesign Projects at $1500 each, and 18 Civic Engagement Modules funded at $500 each. Benefits will be taken out of this total.

- **What is a Service Learning Course?** The National Service-learning Clearinghouse defines Service Learning as, “A teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities.” A Service Learning Course would ask students to define a question or problem within their community, partner with community members to work on solutions to that problem, link that work to classroom learning and reflection, and then share what was learned with the community in order to initiate larger change around the issue. The entire course would make this work its focus.

- **What is a Civic Engagement Module?** According to a rubric developed by the AACU, Civic Engagement involves “actions wherein individuals participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.” A Civic Engagement Module would ask students to focus on a part of the course (unit, topic, issue, etc.) and engage in a smaller Service Learning activity around that area.

All work completed should be appropriate to share with colleagues across campus, so that this project can help others learn about and have models for integrating civic engagement into their courses. Faculty will be invited to share their work at a TLC presentation and the curriculum will also be put on the TLC website as a resource for others. *This project emerges from the C2C Grant Coordinated by Joanne Martin and Dyane Haynes.*

**Project Application Guidelines:** Write a description of what you plan to do for this project. In this description, include the following. 1) What you are applying for (Service Learning Course
Redesign or Civic Engagement Module). 2) Description of what you plan to do for your project including the course of focus, community groups or community action you plan to imbed in your project, link between this community involvement and your course, and plan for sharing what was learned with those involved (community members, students, campus community, etc.). 3) Deliverables you plan to provide including things like assignments, lesson plans, rubrics, student work, student reflections, community reflections, etc. Project applications should be a page or so.

Note about academic property: All projects should reflect work that is your own. If you build on the ideas of others or include research that you got from others, you need to cite that and give credit where it is due. Also note that your projects will be made available to others online. If you have reservations about making public your work for others due to potential copyright issues, you are encouraged to secure a Creative Commons License for your project prior to submitting it as “completed.” Creative Commons Licenses can be applied for online at the following URL: http://creativecommons.org/.

Timeline:

• **Opening Week TBD**: Kick off/Announcement of Project where faculty can learn about the project and dialogue about ideas for it.
• **Tuesday, Oct. 2nd from 12-1**: Brown bag information session about this project – come ask questions, learn more, etc.
• **Rolling Application Deadline**: Completed project applications due to Julie Moore via e-mail/electronic copy to Julie's e-mail: jmoore@greenriver.edu. You may submit them at any point from now through spring quarter 2013. All projects need to be completed by the end of fall quarter 2013.
• **Rolling Approval of Submissions**: Project applications are reviewed and awarded by Julie Moore (Teaching and Learning Center Coordinator), Joanne Martin (Grant Facilitator), and Dyane Haynes (Project Director of C2C). Applicants will be notified via e-mail by Julie about the acceptance/status of their application.
• **Fall Quarter 2012-Fall Quarter 2013**: Applicants work on and/or implement projects. Final projects due when completed or by last day of instruction of fall 2013 quarter. (Send completed applications to Julie Moore.) Applicants will be paid upon completion of project.
• **Winter Quarter 2014**: Applicants share their project through a TLC presentation.

Campus Support/Resources for Project:

• **AmeriCorps Volunteers**: These individuals can help you find Service Learning opportunities in the community. Contact Joanne Martin to connect with these individuals.
• **TLC Roundtable Sharing/Discussions of Projects**: These will be offered every 3-4 weeks during winter quarter and will allow project participants to share, get
feedback, problem solve, voice concerns, etc. Julie Moore to schedule these and invite participants.

- **TLC Website:** This offers information on curriculum development and examples of resources such as example assignments, rubrics, etc. It also has example modules from former module projects. http://www.greenriver.edu/tlc/resources/

**Acceptance Criteria:**

- **Breadth and depth of project application:** Does the application indicate that the final project will deeply and centrally integrate civic engagement into the applicant’s course (either through a full course redesign or through a module that is central to the course’s content)? Does the application show the full process of integrating civic engagement by connecting students with the community, connecting the community activity back with the course content, and offering a place for final reflection and sharing back with the community on what was learned and next steps for action? Does the application identify clear deliverables that can be shared with the campus community?

- **Variety of Disciplines Represented:** Is the project application distinct from others submitted so that the final, overall library of projects represents a diverse cross-section of disciplines on campus? (We want to avoid funding multiple applications from one discipline at the cost of funding a more diverse pool of applications from across the disciplines.)

**Final Project Submission Format Requirements**

In order to streamline the process of putting project documents online, please follow these guidelines when submitting your deliverables upon completion of your project.

- Please submit all documents in pdf format, so they are ready to load to the web. The file names need to be all in lower case with hyphens between words such as the following example: the-file-name-looks-like-this.pdf

- Please submit your work in the following document names, so that it streamlines the process of loading the multiple module projects that will be submitted by different faculty members. *Note: Submitting student work or reflections is optional and requires student permission.*
  
  - **FacultyName-Project-Overview:** Include a global description of your project including which class it is for, what issue(s) it focused on, how it connected students to the community, etc. (You might draw from your initial project application to write this.)
  
  - **FacultyName-DeliverableTitle:** Each project will vary here, but this item speaks to any deliverables that you might have from the project including assignments, rubrics, syllabus, etc. For each document, include a separate attachment with your
name followed by a hyphen and the deliverable’s title (example: Julie-Moore-Essay-Assignment might be one document I would attach for this project).

- **FacultyName-Student-Reflections**: Again, each project may vary here, but if you have student reflections or documents that you want to share, include them in this attachment. I would encourage you to get written permission from students if you choose to include their reflections or work with your final project submission.

- **FacultyName-References**: Include a bibliography of sources you used for your project and/or that others might want to reference to get a deeper understanding of the topic prior to teaching it.