



SAN DIEGO STATE UNIVERSITY

Service Learning & Community Engagement Program
Division of Academic Engagement & Student Achievement

Call for Proposals

Service Learning Faculty Fellowship, Spring 2020 to Spring 2021

The Service Learning and Community Engagement Program (SLCEP) serves to advance SDSU's Service Learning and Community Engagement (SLCE) scholarly agenda within the campus service-area, the Baja California peninsula and beyond. The efforts of SLCEP focus on maximizing student opportunities for engaging in service learning experiences that help them become compassionate leaders, ethical innovators, and global citizens. SLCEP supports collaborations between faculty and community partners to develop innovative service learning experiences which guide civic action in local, regional and international locales.

Service Learning Faculty Fellowship

The SLCEP sponsors the Service Learning (SL) Faculty Fellowship with the aim of supporting community-based research and scholarly endeavors that utilize service learning pedagogy. SL Faculty Fellows are expected to contribute to SLCE efforts in the following ways:

- I. Develop a community of practice among SL scholars.
- II. Advance university policy to recognize and reward SLCE in teaching, professional growth and service, as part of the campus Retention, Tenure and Promotion (RTP) process.
- III. Provide periodic input pertaining to the implementation of the 2016-2020 SDSU Service Learning and Community Engagement Strategic Plan:
https://servicelearning.sdsu.edu/_resources/files/Strategic%20Plan%202016-2020.pdf.
- IV. Disseminate SL best practices among faculty peers both on campus and in professional and related disciplinary settings.

Call for Proposals: Service Learning Faculty Fellowship **(Due by 4:00 PM on November 21, 2019)**

The SLCEP invites proposals from **tenured and tenure-track faculty** to participate in the Service Learning (SL) Faculty Fellowship. Selected faculty shall serve on the SL Faculty Fellows Committee and implement **one** of three sponsored options from Spring 2020 to Spring 2021. Each option includes appropriate financial support. The **three** options available to faculty who are interested in applying for a SL Faculty Fellowship appointment are as follows:

1. **Develop a community research project** utilizing **GEN S 480** (Engaged Citizenship and Social Responsibility), a participatory action research (PAR) course in General Studies; or,
2. **Redesign an existing course using SDSU's Service Learning (SL) Course Guidelines** within the home department to be taught as a designated Service Learning (SL) course; or,
3. **Assess, document and present Service Learning practices** using an existing community-based course. Such efforts should emphasize the integration of service

learning pedagogy, assessment of discipline-based and civic learning outcomes, benefits to the campus and community (reciprocity), and make a contribution to the *scholarship of engagement*.

Option 1: Develop a community research project utilizing GEN S 480

Faculty are required to design and implement a three-semester (Spring 2020, Fall 2020, and Spring 2021) community-based research project within the framework of GEN S 480. This involves establishing a community partnership, implementing a two-semester PAR plan that engages students and community partner(s), and disseminating the discipline-specific and civic learning outcomes of the project. The proposal shall include a Spring 2020 project planning semester, followed by teaching GEN S 480 during Fall 2020-Spring 2021.

Application for Option 1 requires the following:

- 1) SLCEP Cover Page with faculty member's signature along with signature approvals from the department chair/school director and college dean/designee.
- 2) Letter of Interest which describes the faculty member's interest in the program and how participation in the fellowship will further both the faculty member's professional development agenda as well as the goals of SDSU's service learning community of practice.
- 3) 4 to 5 page Proposal which includes:
 1. Brief concept statement and a plan describing how the Service Learning (SL) modality and PAR project of GEN S 480 enriches course concepts, integrates and aligns civic capacities and deepens student learning.
 2. Description of proposed community partners and related social concerns or problems.
 3. Description of project development activities for Spring 2020, such as community partner identification, co-creation of discipline-specific and civic learning outcomes with community partner(s), and community-impact assessment plan. Research and course collaborations with new community partner(s) requires the establishment of a Service Learning Agreement (SLA).
 4. A 3-unit course syllabus outline that includes civic learning outcomes for a service learning course. For civic learning outcomes, see: <https://servicelearning.sdsu.edu/student-learning-outcomes>. In addition, the syllabus outline should include discipline-specific outcomes that train students in field research methods, analysis and reporting techniques. The syllabus outline should also provide a description of how students will contribute to the PAR project.
 5. As appropriate, a research ethics training plan for course activities and submittal of any relevant applications to campus regulatory committees, and monitor compliance of all protocols prescribed by these university committees.

GEN S 480, Engaged Citizenship and Social Responsibility (3 units) is an upper-division General Education course in the Social and Behavioral Sciences which also fulfills the Cultural Diversity graduation requirement. The 2019-2020 Catalog Copy Description for GEN S 480 is

as follows: *Fieldwork in multidisciplinary analyses of civic citizenship and social responsibility through participatory action research and inquiry driven service in pluralistic communities. Service paradigms for engaged citizenship. Students will be required to complete nine hours of supervised fieldwork per week and to attend weekly meetings with instructor.* GEN S 480, based on PAR, requires faculty to establish a Service Learning Agreement (SLA) with a community partner(s). A maximum of 9 students is the limit for the 3-unit assignment. It is our hope that this experimental course may become part of the faculty member’s regular departmental offerings to meet major requirements in subsequent academic years. Since GEN S 480 is a General Education course, the faculty member will need to recruit 9 students each semester to join the course as members of the PAR research team.

Selected SL Faculty Fellows pursuing Option 1 will receive the following support:

Spring 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Spring 2020	\$300.00	Course/Partnership Planning Budget
Fall 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Fall 2020	\$6,050.00	Course-Buyout to Home College at CSU Replacement Rate
Fall 2020	\$500.00	GEN S 480 Instructor Resources* Hosting/Supply/Travel/Mileage Budget *Additional funds may be available for international PAR projects.
Spring 2021	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Spring 2021	\$6,050.00	Course-Buyout from Home Department at CSU Replacement Rate
Spring 2021	\$500.00	GEN S 480 Instructor Resources* Hosting/Supply/Travel/Mileage Budget *Additional funds may be available for international PAR projects.

Please note that we encourage PAR projects in Baja California, and in particular, in partnership with UABC and UABCS and community partners in the region. Such international PAR projects require extended planning, incur transportation and insurance expenses, and may demand other resources. More importantly, conducting PAR projects abroad requires that the faculty be creative and flexible.

Option 2: Redesign an existing course using SDSU’s Service Learning (SL) Course Guidelines

This option involves reframing and restructuring the course by integrating a significant community component, establishing a community partnership(s), implementing a two-semester teaching plan that includes the engagement of students and community partner(s), and disseminating the discipline-specific and civic learning outcomes of the course. Faculty are expected to follow the Service Learning (SL) Course Guidelines to redesign an existing course within the home department during Spring 2020. The SL Course Guidelines can be found on Pages 9 and 10 of the SDSU Curriculum Guide: <https://curriculum.sdsu.edu/curriculum-services/curriculum-guide/cg/CurriculumGuide.pdf>. The faculty member shall teach the redesigned course during Fall 2020 and Spring 2021. The enrollment cap for the course shall be 20 students supported by the department and college.

Application for Option 2 requires the following:

- 1) SLCEP Cover Page with faculty member’s signature along with signature approvals from the department chair/school director and college dean/designee.
- 2) Letter of Interest that describes the faculty member’s interest in the program and how participation in the fellowship will further both the faculty member’s professional development agenda as well as the goals of SDSU’s service learning community of practice.
- 3) 4 to 5 page Proposal which includes:
 1. Brief concept statement and a plan describing how the Service Learning (SL) modality enriches course concepts, integrates and aligns civic capacities and deepens student learning.
 2. Description of proposed community partners and related social concerns or problems.
 3. Description of all planned activities for Spring 2020, such as community partner identification, co-creation of discipline-specific and civic learning outcomes with community partner(s), and course and community-impact assessment plan. Research and course collaborations with new community partner(s) requires the establishment of a Service Learning Agreement (SLA).
 4. A 3-unit course syllabus outline that includes both discipline-specific and civic learning outcomes. It is recommended that students complete a culminating capstone project for the semester with both discipline-specific and civic student outcomes for a service learning course. For civic learning outcomes, see: <https://servicelearning.sdsu.edu/student-learning-outcomes>.
 5. As appropriate, a research ethics training plan for course activities and submittal of any relevant applications to campus regulatory committees, and monitor compliance of all protocols prescribed by these university committees.

Selected SL Faculty Fellows pursuing Option 2 will receive the following support:

Spring 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
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Spring 2020	\$300.00	Course Redesign/Partnership Planning Budget
Fall 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Fall 2020	\$1,500.00	Graduate Teaching Assistant for SL Course Support
Fall 2020	\$500.00	SL Course Instructor Resources* Hosting/Supply/Travel/Mileage Budget *Additional funds may be available for international service learning course projects.
Spring 2021	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Spring 2021	\$1,500.00	Graduate Teaching Assistant for SL Course Support
Spring 2021	\$500.00	SL Course Instructor Resources* Hosting/Supply/Travel/Mileage Budget *Additional funds may be available for international service learning course projects.

Please note that we encourage service learning course projects in Baja California, and in particular, in partnership with UABC and UABCS and community partners in the region. Such international courses require extended planning, incur transportation and insurance expenses, and may demand other resources. More importantly, conducting service learning courses abroad requires that the faculty be creative and flexible.

Option 3: Assess, document and present Service Learning practices

Intentionally identified as SDSU’s roadmap for a civic-minded campus, the SLCEP has identified six Civic Capacities and respective Student Civic Learning Outcomes which are expected to be integrated within Service Learning courses, in order to exhibit the full scope of civic dimensions supporting civic learning and democratic engagement. Faculty applying for Option 3 are required to review the SCLEP Civic Capacities and respective Student Civic Learning Outcomes (see: <https://servicelearning.sdsu.edu/student-learning-outcomes>).

As a culminating deliverable, faculty will provide a “**Best Practices Report**” of their successful Service Learning (SL) course taught during the semesters of Spring 2020, Fall 2020 and Spring 2021. The report should consist of three parts. The first part should describe the complete SL experience in terms of course design, assessment of discipline-specific and civic learning outcomes, and community-impact evaluation. The second part of the report should include a narrative of how the faculty member integrated the discipline-specific learning outcomes with the SLCEP’s civic capacities and civic learning outcomes within the course and evaluated the extent to which each of the six civic capacities and associated civic learning outcomes were being met. The third part should describe how the course learning outcomes can be augmented

by incorporating the SLCEP’s civic capacities and civic learning outcomes/components previously not addressed through the course.

Application for Option 3 requires the following:

1) SLCEP Cover Page with faculty member’s signature along with signature approvals from the department chair/school director and college dean/designee.

2) Letter of Interest which describes the faculty member’s interest in the program and how participation in the fellowship will further both the faculty member’s professional development agenda as well as the goals of SDSU’s service learning community of practice.

3) 4 to 5 page Proposal which describes the faculty member’s three-semester agenda, i.e., Spring 2020 to Spring 2021, to include the following:

1. A detailed plan to collect evidence of course best practices over three semesters. Examples of evidence include: syllabus, course design methodology, readings, assessment measures, student work samples, student testimonials, course artifacts such as videos, PowerPoint presentations, taped lectures, community partner testimonials, etc.
2. Description of proposed community partners and related social concerns or problems.
3. Course assessment plan to determine the degree to which each of the SLCEP’s six civic capacities and associated civic learning outcomes are being met and/or their applicability to the course.
4. Since the Best Practices Reports will be available as resources for campus and CSU system faculty through the SLCEP website, describe required steps to be followed to ensure that appropriate consent is obtained and retained.
5. The Best Practices Report is due on March 31, 2021.

Selected SL Faculty Fellows pursuing Option 3 will receive the following support:

Spring 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Spring 2020	\$500.00	Research Assistant to support project SL Best Practice Documentation
Fall 2020	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Fall 2020	\$500.00	Research Assistant to support project SL Best Practice Documentation
Spring 2021	\$250.00	SL Faculty Fellow Committee Supply/Travel/Mileage Budget
Spring 2021	\$500.00	Research Assistant to support project SL Best Practice Documentation

Summary of Responsibilities of Service Learning (SL) Faculty Fellows and Call for Proposals General Submission Instructions

Please visit the Service Learning and Community Engagement Program (SLCEP) website for additional information and resources:

<https://servicelearning.sdsu.edu>

Service Learning Faculty Fellow Responsibilities:

Tenured and tenure-track instructional faculty members participating in the SL Faculty Fellowship program are required to commit to all of the following activities:

1. Attend monthly meetings of the SL Faculty Fellows Committee.
2. Provide timely feedback and guidance on matters relating to campus SLCE initiatives.
3. Assist in planning and piloting a system to measure the impact of campus SLCE efforts on students and faculty.
4. Present SLCE work at the SDSU Annual Student Learning and Community Engagement Best Practices Exhibition in April 2020 and April 2021.
5. Contribute to the scholarship of engagement (or the scholarship of teaching and learning related to service learning) through publications in peer reviewed journals within their own discipline or other publications in the community engagement field. Present in and/or attend conferences related to service learning, community engagement and student learning and development.
6. By May 3, 2021, submit an end-of-term report highlighting contributions as a SL Faculty Fellow during the three-semester period.

Service Learning Faculty Fellowship General Submission Instructions:

Faculty members may submit separate proposals for all three options, but we intend to make **one** award per selected faculty member for the period of Spring 2020 to Spring 2021.

Applications for Options 1, 2, and 3 should include:

1. Service Learning and Community Engagement Program Cover Page
The cover page is required for each proposal. Please download cover page from this link: <https://servicelearning.sdsu.edu>
2. Letter of Interest
3. 4-5 Page Proposal
Proposals should be single-spaced with 1-inch margins and written using Times New Roman Font, Size 11.
4. Current Curriculum Vita

SL Fellow Expenditures:

Expenditures are subject to approval by the Director of Community Engagement and must conform to CSU and SDSU guidelines for use of State general funds. All appointments and project awards are subject to final funding from the CSU Office of the Chancellor and the SDSU Division of Academic Engagement and Student Achievement.

Questions and Consultations:

Interested faculty may make appointments to meet with the co-directors of the Service Learning and Community Engagement Program (SLCEP) to seek guidance on the development of their proposals.

Vinod Sasidharan, Director of Service Learning
Jose Preciado, Director of Community Engagement

vsasidha@sdsu.edu
preciado@sdsu.edu

Application Submission and Deadline:

Application materials appropriate to the respective option for the Service Learning Faculty Fellowship should be submitted to Vinod Sasidharan, Director of Service Learning **by 4:00 PM on November 21, 2019**. Application materials should be hand-delivered to the SLCEP Office located in Administration 101.