

Southern Utah University

Service-Learning Course Designation Application

Service-learning is a teaching method that utilizes student involvement in community service to meet instructional objectives of a course. Students apply information from a class to authentic settings while addressing real needs in the community. In addition to relating theory to practice, this service enhances their sense of citizenry in a democratic society. Furthermore, service-learning supports and fulfills SUU's institutional mission, vision, and core values.

Service-learning is not adding on "volunteer" activities to a course. It is integrating service in such a way that students apply the knowledge and skills they are learning in class to meet identified community needs. The student's service receives a grade similar to traditional assignments, such as written papers or exams. The service activity is incorporated as part of the "out-of-class" work expected per credit hour. Many students consider service-learning a desirable way to learn, while others want the credits to satisfy requirements for the Service-Learning Scholars Program and/or to assist with acceptance into graduate school. For more information about SUU's Undergraduate S-L Scholars Program, please see its web site.

Reflection is an essential element of service-learning courses. It is a structured time for students to recount and analyze their experiences. Reflection can be accomplished in a number of different ways depending on the instructor's preference. Some common forms of reflection include writing in journals, answering specific questions posed through a class list-serve or blog, papers, classroom discussions, and other in-class activities. The SUU Service & Learning Center and the Service-Learning Committee can assist in providing reflection resources and teaching materials. Also, faculty are urged to explore the SL&CE web site that includes online and print materials from the Campus Compact and the National Service-Learning Clearinghouse, among others.

Faculty members interested in using service-learning pedagogy are invited to submit an application and syllabus for review by the SUU Service-Learning Committee. Once accepted, the course will have the "SL" designation in the Catalog and, when possible, on students' transcripts and academic records. SUU's Service-Learning Committee is chaired by the Faculty Coordinator of Civic Engagement and is comprised of faculty members familiar with service-learning. Together, they serve as a peer review committee for service-learning course submissions.

The choice of a course's community partners is critical to the successful student service-learning experience. The SUU Service & Learning Center and the Service Learning Committee can assist faculty in identifying community partners and projects, and maintaining positive relationships with them.

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Standing

College/School

Department

Date

Deadline for Submission	
Fall Semester	October 1 st
Spring Semester	March 1 st

Service-Learning syllabi must address and incorporate each of the following criteria:

Instructor Information	
Instructor Name	
Phone Number	
Email	
Current Information	
Course Prefix & Number	Contact Hours
Course/Program Title	Method of Grading
Credit Hours	
Implementation Date	
Semester	
Year	
Anticipated Enrollment	
Required Hours and Weight	
Service-Learning Hours	Service-Learning Weight
<p>Total Number of Recommended Service-Learning Hours - minimum suggested for designation is 20 hours. Service-Learning hours are inclusive of all service-learning related activities including preparation, contact hours and reflection pieces.</p> <p>Total percent of course grade for Service-Learning component – minimum required is 20%</p>	

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Course Description

In one paragraph, describe the course, its objectives, and proposed service-learning activities.

Relation

Relation of service-learning to course subject matter. Offer specific examples of appropriate service that students may perform for this course.

Service

Describe in one paragraph what components of your Service-Learning activities fulfill a needed service to individuals, organizations, schools or other entities in the community.

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Civic Education

Service-Learning aims at the development of civic education of the participants, even though they may also be focused on career or graduate school preparation. Make a brief statement as to how this project develops the civic education of the participants.

Reflection

In one paragraph, discuss how students will be expected to reflect about what they have learned through the service experience and how this relates to the course subject matter. Note that credit is earned for the learning and its relation to the course, not for the service alone.

Evaluation of Service

Describe how the service-learning activity recognized the needs of the service recipients and provides an opportunity for recipients to be involved in the evaluation of the service.

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Community Partners

List the community partners and their contact information.

Liability/Risk Waiver

The following statement is required to be included in all service-learning designated syllabi:

This service-learning designated course will incorporate civic engagement and community-based learning components. By enrolling in this class, you have chosen to participate in service-learning. Students assume full responsibility for any injuries or damages sustained as a result of participating in service-learning related activities, including while traveling to or from a service activity. The University assumes no responsibility for damage incurred while engaging in a service-learning project, nor will the University defend any damage students may cause as a result of service. Southern Utah University insurance only extends to liability related claims for students. Students are responsible for having their own health and accident insurance should they wish to have coverage. By remaining enrolled in this course, students agree to the aforementioned terms and conditions.

Faculty may choose to draft a similar contract to suit their specific needs. Examples of such statements are available at <http://www.suu.edu/serve&learn/>

Approvals

Initiator	Date
Department Chair	Date
Service-Learning Chair	Date

I agree that the course options ensure that no student is required to participate in a service placement that creates a religious, political, and/or moral conflict for the student.

An electronic copy of the course syllabus needs to be uploaded in addition to this application.