

California State University, Fresno
2010-11 Service-Learning Curriculum Development Grants
REQUEST FOR PROPOSALS

Overview:

California State University, Fresno provides a variety of resources, including limited funding support, to facilitate the development of service-learning courses. This funding reflects the university's Mission and Strategic Priorities. For 2010-2011, up to \$20,000 is available in grants ranging \$4,000 - \$5,000 to support the development of a department-wide service-learning course(s). Priority consideration will be given to proposals that: (1) have intended partnerships directly impacting the Lowell and Stone Soup/El Dorado Park areas, and/or (2) are from departments where service-learning ("S" designation) courses are not currently offered as part of their general education or core offerings on a department-wide, ongoing basis. (Proposals that do not meet one or both of these priorities will still be considered for funding.)

Expectations:

Grantees will be required to:

- **Modify an existing general education or required course in the major to meet the university's "S" (service-learning) requirements.** (See <http://www.csufresno.edu/facultysl/six/designation.shtml> for details.)
Specifically, the course must:
 - include a method of introducing the service requirement and the service ethic;
 - require a minimum of 15 hours (20 is optimal)* of academically relevant community service that contributes a minimum of 15%* the student's grade; (*These requirements are in line with changes anticipated in the university's "S" designation policy.)
 - have a mechanism which relates the experiential learning of community service to course content;
 - provide structured opportunities for critical reflection on the service experience.
- Construct a syllabus that integrates the service-learning component into the structure of the course.
- Submit the course for conversion to an "S" course through appropriate curriculum committee process by March, 2011.
- Designate one or two Department service-learning representative(s) who will be required to attend designated seminars and meetings totaling approximately 12 hours during the spring 2011 semester.
- Gather information for accountability and evaluation purposes. This will include reporting the number of "S" course sections offered; number of students enrolled; number of service hours completed; the name, number, and type of agencies served; and the community impact of the service.
- Require service-learning students to participate in a brief, online assessment, to be provided by the Richter Center for Community Engagement and Service-Learning.
- Sign a Memorandum of Agreement (MOA) with the dean of your School/College and the Provost. The MOA will outline stipulations and requirements of the grant, including:
 - number of sections that will be part of the "S" designated course offering;
 - names of department faculty member(s) who will participate in designated seminars and meetings totaling approximately 12 hours during the spring 2011 semester;
 - an understanding that funding of the grant is tied to full participation of designated faculty member(s) and submission of "S" designation course proposal materials;
 - an agreement to maintain the "S" course sections for a minimum of three years from their first offering, subject to available resources and student enrollment. Service-learning sections should be offered beginning no later than fall 2011.

Funding Criteria

Proposals meeting the expectations described above must be submitted by Friday, October 1, 2010 and will be reviewed by members of the Service-Learning Subcommittee of the Academic Senate, who will consider:

- Potential quality and magnitude of benefits to students and the community;
- Match with funding priorities;
- Degree to which the course is an appropriate fit for service-learning;
- Potential to impact a broad acceptance of service-learning in the department, school/college and across the University.

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COVER PAGE

Department: _____ **School/College:** _____

Contact Person: _____ **Phone:** _____

Email: _____ **Mail Stop:** _____

Course(s) to be Converted to Service-Learning: _____

Course Type: **General Education** **Major/Core Requirement**

Number of sections annually that will include service-learning: _____

Average Number of Students Enrolled in Each Section: _____

Estimated Number of Faculty Members who will Instruct Service-Learning Sections: _____

Amount of Funding Requested: _____

Signature of Department Chair: _____

(Must attach a memorandum of support signed by the Department Chair.)

Signature of School/College Dean: _____

In a maximum of TWO additional typed pages, please address the following:

1. Describe the course to be converted and the rationale for including service-learning in this course. This should include information on any existing or possible connections to: (1) the academic curriculum of the course; (2) relevant community issues/agencies; and (3) how this conversion aligns with the Mission or goals of the school/college and/or the academic department.
2. Provide a brief description of how your department intends to use the requested funds to support the service-learning course development and other resources that will be committed to this effort.
3. Provide the name(s) of 1-2 faculty members who will attend **all** designated seminars and meetings associated with this grant. Designated seminars and meetings will total approximately 12 hours over the spring 2011 semester. These meetings will be set in consultation with involved faculty members. (Grant funding is tied to participation of designated faculty members in all designated seminars and meetings, and to the submission of "S" designated course proposal material to appropriate curriculum committees.)

Submission Procedure

Completed proposals, including all appropriate signatures and the memorandum of support from the Department Chair, must be submitted no later than **Friday, October 1, 2010**. Proposals are limited to a total of three pages, 12 point font with 1 inch margins and should consist of this cover sheet and responses to the questions above. Awards will be announced by November 30, 2010. Should you have questions regarding service-learning or this RFP please contact Chris Fiorentino at 278-7079 or chrisf@csufresno.edu.