

California State University, Fresno
Title V Service-Learning Curriculum Development Grants
REQUEST FOR PROPOSALS

Overview:

California State University, Fresno has been awarded a Title V grant by the U.S. Department of Education. Grant funds will be used to increase the graduation rate of Hispanic students at Fresno State. One component of the grant is to redesign courses using pedagogical models that are proven to positively impact student learning and persistence to graduation, including service-learning. Three grants of \$4,000 each are available to support the development of service-learning course(s) that have a high Hispanic/Latino student enrollment and/or target the larger Hispanic community through service.

Expectations:

Grantees will be required to:

- **Modify a course 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 overall course grade;
 - have a mechanism that relates the experiential learning of community service to course content;
 - provide structured opportunities for critical reflection on the service experience.
- Attend designated seminars and meetings totaling approximately 12 hours during the 2011-12 academic year. (See the attached cover page for specific dates of these meetings.)
- Construct a syllabus that integrates the service-learning component into the structure of the course.
- Submit the course for "S" designation through the appropriate curriculum committee process by March 29, 2012.
- 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.
- 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 department chair, 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;
 - the name of the faculty member who will participate in designated seminars and meetings totaling approximately 12 hours during the 2011-12 academic year;
 - 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 by March 29, 2012;
 - 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 2012, or in extreme situations, spring 2013.

Funding Criteria

Proposals meeting the expectations described above must be submitted by Wednesday, October 12, 2011 and will be reviewed by members of the Service-Learning Subcommittee and Title V steering group, who will consider:

- Potential quality and magnitude of benefits to students and the community;
- Match with Title V SL Curriculum Development grant 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** **Other**

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 Section(s): _____

Amount of Funding Requested (maximum of \$4,000): _____

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; (3) how the course targets Hispanic students and/or serves the greater Hispanic community in our region; and (4) 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 of the faculty member who will attend **all** designated seminars and meetings associated with this grant. Designated seminars and meetings will total approximately 12 hours over the 2011-12 academic year. These meetings are tentatively scheduled for: Friday, November 18th, 12-4pm (lunch provided); December 2nd, 1-3pm; January 27th, 1-3pm; February 24th, 1-3 pm; March 9th, 1-3pm. (Grant funding is tied to participation of designated faculty member in all designated seminars and meetings, and to the submission of "S" designated course proposal material to appropriate curriculum committees by March 29, 2012.)

Submission Procedure

Completed proposals, including this cover page with all appropriate signatures and the **memorandum of support from the Department Chair**, must be submitted no later than **Wednesday, October 12, 2012**.

The proposal narrative is limited to two pages, 12 point font with 1 inch margins. Awards will be announced by October 26, 2011. Should you have questions regarding service-learning or this RFP please contact Chris Fiorentino at 278-7079 or chrif@csufresno.edu.