

California State University, Chico
Criteria S-Designation

CONTENTS

- What is Civic Engagement?
- Student benefits of civic engagement and service learning experience
- Six Pillars of an S-Designated Course
- S-Designation Application Process and Form

Links

- [CSU, Chico Executive Memorandum 11-046](#) Policy on Risk Management Issues Related to Service Learning
- [CSU, Chico University Strategic Priority](#)

WHAT IS CIVIC ENGAGEMENT?

Civic engagement is a pedagogical learning experience within an academic course. It encompasses a broad range of ways (applied learning activities) that courses may engage students in learning about and taking action for the public good. The applied learning activity is directed toward the achievement of course learning objectives and also toward making meaningful contributions through collaborative active participation.

The applied learning activity is used to clarify, illustrate, challenge, or stimulate additional thought about the topics covered in the classroom. Structured written and/or oral reflection ties the applied experiences to the academic content of the course and also provides students with the opportunity to develop or strengthen their awareness of the relationship between the course material and societal needs, a service ethic, and their role as citizens.

The applied learning activity could take on a variety of forms. Examples may include, but are not limited to, the following:

- Collaborative work that builds public consensus on a particular topic
- Community-based research
- Community outreach and education
- Direct service to a specific community
- Organization for action on relevant topics, such as social, health, safety, or environmental issues
- Policy analysis
- Program assessment and improvement of community resources

The applied learning activity should correspond with and must be appropriate to the student's level of academic preparation. If off the University's campus, activities should take place only at sites approved by the instructor and under contract with the University in accordance with University risk management procedures.

STUDENT BENEFITS OF CIVIC ENGAGEMENT AND SERVICE LEARNING

- Enhance both student academic development as well as their readiness to take up their responsibilities as adult members of a democracy
- Develop stronger relationships with faculty and the community
- Improve students' satisfaction with college
- Increase likelihood of graduation
- Academic Improvement:
 - Information literacy
 - Fundamental understanding of civic involvement and improved sense of efficacy
 - Understanding of the connection between university and public life
 - Improved academic engagement
 - Positive perceptions of self individually and within society

SIX PILLARS OF AN S-DESIGNATED COURSE

1. Academic inquiry and active engagement focused on application of course work to applied practice and contemporary public issues
2. Emphasis in active learning in diverse environments
3. Explicit learning objectives and explanation in the syllabus of the role of the applied activity in attaining those objectives
4. Preparation in class for the applied learning activity to increase the students' understanding of the community context that the students will be entering, needs and issues they may encounter, and standards of conduct expected of them
5. Ongoing, structured, critical reflection with regular instructor feedback that ties the applied experience with the academic course content, thus enhancing both
6. A plan for sustainability and departmental support for offering this civic engagement course on a continuing basis (e.g. Department Chair's support)

Application Process and Form

This application will allow a designation change for a course in the catalog. All courses must be approved by the Service Learning Advisory Committee (SLAC) at CSUC.

APPLICATION TIMELINE AND PROCESS

1. Week 8 of each semester: Completed application due to SLAC (ocedirector@csuchico.edu)
2. Week 9 - 12 of each semester: Review of applications by SLAC and applicants notified of decision
3. Week 13 - 16: Departments submit SLAC-approved applications to CSUC Curriculum Services; advertising period

By signing this application, you acknowledge and agree to:

- Adhere to the pillars of an S-Designated course
- Commitment to fulfilling civic engagement pedagogical learning stated in this application
- Periodic assessment of course done by Service Learning Advisory Committee
- Including Civic Engagement Student Learning Outcomes (SLO) in syllabus:
 - *CSU Chico General Education SLO:*
Personal and Social Responsibility: Demonstrates knowledge and skills necessary to take responsibility for one's own life and actions, and to recognize opportunities and responsibilities to become engaged in our various local, regional, national, and international communities.

******Application Form begins on Next Page******

APPLICATION for S-Designation

Administrative Information

College, Department or Program (if applicable)	
Requestor Name	
Phone	
E-mail	
Course Subject	
Course Title	
Number of Units	
Semester(s) Offered	

Narrative

In 1 - 2 pages maximum, explain how the course will address the six pillars of an S-Designation:

1. Academic inquiry and active engagement focused on application of course work to applied practice and contemporary public issues
2. Emphasis in active learning in diverse environments
3. Explicit learning objectives and explanation in the syllabus of the role of the applied activity in attaining those objectives
4. Preparation in class for the applied learning activity to increase the students' understanding of the community context that the students will be entering, needs and issues they may encounter, and standards of conduct expected of them.
5. Ongoing, structured, critical reflection with regular instructor feedback that ties the applied experience with the academic course content, thus enhancing both
6. A plan for sustainability and departmental support for offering this civic engagement course on a continuing basis (e.g. Department Chair's support)

Required Attachments

1. A current, detailed course syllabus illustrating civic engagement (e.g. course calendar, project descriptions or readings/texts)
2. If applicable, a list of proposed and/or secured community partners with complete contact information for each. Please indicate if you need additional assistance with this component (e.g. site agreement information).

Names/Signatures

Faculty or Curriculum Committee	
Printed Name:	Signature:
Department Chair	
Printed Name:	Signature:
Dean	
Printed Name:	Signature:

APPLICATION SUBMISSION

E-mail your completed application and required attachments to the Office of Civic Engagement/Service Learning Advisory Committee at ocedirector@csuchico.edu.

Last updated, February 2017