

April 27, 2009

To: Tom Sav, Chair,
Undergraduate Curriculum and Academic Policy Committee

From: Cathy Sayer, Director of Service Learning
Service Learning Advisory Council

Subject: Proposal for Citizen Scholar Certificate Proposal

The Service Learning Advisory Council submits the following for your consideration and approval:

- ? Proposal for a Citizen Scholar Certificate Program
- ? Course Inventory for SRV 200: Citizenship in Our Democracy
- ? Sample syllabus for SRV 200: Citizenship in Our Democracy
- ? Course Inventory for SRV 400: Citizen Scholar Capstone Project
- ? Sample syllabus for SRV 400: Citizen Scholar Capstone Project
- ? Letters of support from Carl Brun, Jack Dustin, and Donna Schlagheck

The program is designed to help students:

- ? Develop knowledge and skills for effective citizenship;
- ? Understand the resources and needs of their local, national, and/or international communities; and
- ? Engage with those communities to enact positive change.

These objectives closely align with the University's mission to transform the lives of our students and the communities we serve through engaging in significant community service.

I will be happy to answer any questions the UCAP Committee has. Please approve our proposal for the Citizen Scholar Certificate Program and the two new courses so that students may begin work on the certificate this fall.

Proposal for Citizen Scholar Certificate Program

I. Title

Citizen Scholar Certificate Program: This program is similar to the University Honors Program, General Education or Writing Across the Curriculum in that it is a university-wide program. The program is open to students from all majors.

II. Objectives

The objectives of the Citizen Scholar Certificate program are to help students:

- A. Develop knowledge and skills for effective citizenship;
- B. Understand the resources and needs of their local, national, and/or international communities; and
- C. Engage with those communities to enact positive change.

III. Description

In keeping with the third component of Wright State University's mission statement, the Citizen Scholar Certificate Program engages students in *significant community service*. The program's mission is to prepare students for active participation in our democratic society, helping them to:

- ? Develop knowledge and skills for effective citizenship;
- ? Understand the resources and needs of their local, national, and/or international communities; and
- ? Engage with those communities to enact positive change.

The Citizen Scholar Certificate Program is open to all majors. To be accepted into the program, students must have completed a minimum of 12 hours toward graduation, have passed English 101 with a grade of C or better and have earned at least a 2.0 GPA. In order to complete the program by graduation, students must apply in advance of their last two terms.

Students must complete 20 hours of service-learning course work: a required course, SRV 200: Citizenship in Our Democracy; SRV 400: Citizen Scholar Capstone Project; and three elective courses with service-learning designations (SRV or SRV-I). Of the three electives, two must be service-learning intensive (SRV-I).

Students wishing to seek the Citizen Scholar Certificate should contact the Director of Service-Learning, 128 Millett Hall, (937) 775-2471.

IV. Admission Requirements

For admission to the Citizen Scholars Certificate Program, students must:

- A. Have a 2.0 GPA for admission to the program.
- B. Have earned at least 12 credit hours.
- C. Apply before beginning their final two terms.

V. Program Requirements

To earn the Citizen Scholar Certificate, students must:

- A. Earn 20 credit hours as follows:
 - 1. SRV 200: Citizenship in Our Democracy—4 credit hours
 - 2. SRV 400: Citizen Scholar Capstone Project—4 credit hours
 - 3. Any three 200-400 level designated service-learning courses, two of which must be designated service-learning intensive (SRV-I)
- B. Maintain a 2.5 GPA in the certificate courses.

VI. Program Quality

The requirement of a 2.0 GPA for admission into the Citizen Scholar Certificate Program was selected because it is desirable for all students to achieve the objectives of developing knowledge and skills for effective citizenship; understanding the resources and needs of their local, national, and/or international communities; and engaging with those communities to enact positive change. However, because student engagement with the community has consequences beyond the classroom in terms of the quality of service provided to community partners and the ongoing ability of the university to partner with the community, entrance into the program has been limited to students who are succeeding academically.

The program will further ensure the quality of learning for the student and the quality of service to the community through formal agreements.

- ? Students will be asked to sign a Student Service-Learning Agreement (attached).
- ? Community partners for certificate courses will negotiate formal partnership agreements with the Office of Service-Learning, and the faculty member teaching the service-learning course.
- ? A portfolio of students' certificate work and the oral presentation of the capstone project will be evaluated by a faculty committee consisting of three members of the Service-Learning Sub Committee and the community partner for the capstone project.

The balance between lower and upper division courses follows the Undergraduate Curriculum and Academic Policy Committee's (UCAPC) guidelines for certificate programs as approved by the Faculty Senate on March 7, 2005. The guidelines stipulate that "Certificate programs should include at least twenty hours of course work at the 200 to 400 level and no more than twenty-three hours." As the program is currently proposed, the only upper level course required is SRV 400: Citizen Scholar Capstone Project. An adjustment to this requirement might be appropriate when the colleges expand their service-learning offerings in the majors.

VII. Student Performance

To earn the Citizen Scholar Certificate, students must maintain a 2.5 GPA in the certificate courses. This GPA, slightly higher than the 2.0 required for entrance to the program, should be attainable due to the level of motivation that typically accompanies voluntary commitment to such a program and because of the faculty support available in the smaller class sizes (25-30 students) typical of service-learning intensive courses (SRV-I), which make up eighty percent of the course work for the certificate. This higher GPA is also needed to ensure the quality of student work in the community and the health of the University's community partnerships.

VIII. Curriculum Coordination

Departments most likely to be affected by the Citizen Scholar Certificate Program are Political Science; Social Work; and Urban Affairs and Geography, specifically the American Humanics Program. Since each of these departments and programs has a focus on work in the public and/or non profit sectors, the Citizen Scholar Certificate Program could be perceived as competing with them for students. However, the new Certificate Program is not a major and does not seek to prepare students for work in a profession or a specific field. Rather, its aim is to prepare students from all fields for active, engaged participation in our democracy.

On the other hand, the new program could increase enrollment in courses with service-learning designations that are offered by these departments and intensify demand for those courses and programs, especially if departments are willing to open certain service-learning courses to non majors. The chairs and directors of these departments and programs have been consulted in the process of developing this program, and letters of support will be forthcoming.

Passage of the institutional definition of service-learning and criteria for service-learning course designations at the April 2009 Faculty Senate meeting will simplify identification of courses that will count toward the certificate.

Students may be able to satisfy requirements for SRV 400, the Capstone Project, by completing an appropriate capstone project or internship in their major or a senior honors project. Dual credit projects would require advance approval and advising from both the Office of Service-Learning and the appropriate program or department.

IX. Resource Coordination

The Citizen Scholar Certificate Program will have little to no impact on services provided by the University Libraries and Telecommunications Services.

X. Program Staffing

Courses in the Citizen Scholar Certificate Program will be staffed as follows:

1. Up to two sections per year of SRV 200 will be taught by the Director of Service-Learning as part of his/her regular teaching load. If more sections of SRV 200 are needed, the Office of Service-Learning will purchase release or overload time for faculty with appropriate expertise to teach them. These might include Political Science, Social Work, Communication, and Urban Affairs.
2. SRV 400 will follow a modified independent study model. Students' project advisors must be approved by the Service-Learning Sub Committee of UCAPC.
3. For the time being, the service-learning electives will be courses with a service-learning designation that are already being offered in the General Education Program, in the Honors Program or in majors. Currently, the Office of Service-Learning has been providing incentives to eight faculty members per year to develop service-learning courses as part of their work in the Faculty Learning Community on Service-Learning. Should the program grow to such an extent that more service-learning courses are needed to fill the requirement for three electives, the Office of Service-Learning will purchase release or overload time for faculty who teach them.