

Community Leadership and Service Learning - URSI 230-01
MN State University, Mankato - Urban and Regional Studies Institute
Tuesday 2-4:45 p.m.

This syllabus is subject to change without notice. Contact the professor for most recent changes

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Text(s) • Strategies for Active Citizenship, Drexler and Garcelon (2005) ISBN 0-13-117295-6
Pearson/Prentice Hall, ISBN 013-117295-6
The Civically Engaged Reader, Adams & Lynn (eds), (2006) ISBN 0-9-45159-49-8

Morris Hall Copy Shop: Class Packet- URSI 230-01Cherrington

Course Purpose: The purpose of this course is to provide the student with a comprehensive overview of community leadership and service learning within the public, private and nonprofit sectors. Included will be management principles and practices, public administration, ethical and civic responsibilities in a democratic society. Most important, and what makes this course unique, is the involvement of community leaders and the students within the community. Additionally, this course requires a high level of student involvement--volunteering, interviewing, working with both student and community teams, etc.

Course Outcomes: Students upon successful completion of this course, will demonstrate through verbal and written skills:

A. Knowledge of:

1. Leadership within the nonprofit sector.
2. The significance and development of mission, leadership, resources, marketing, decision-making and people development within the nonprofit sector.
3. Leadership within the government sector (leadership, tasks, responsibilities and practices).
4. Citizenship and representative government as well as the activities of collaboration, citizen participation and citizen self-government.
5. One or more community non-profit organizations through service learning and student volunteer teams.

B. Values:

1. An appreciation for ethical and civic perspectives of the non-profit sector mission and leaders within it.
2. A respect for citizenship, the role of representative government, and the importance of collaboration b/t the two.
3. A commitment to the values, ethics, knowledge, and mission of community leadership.

C. Skills in:

1. Articulating the goals of the nonprofit sector with those of the public and private sectors.
2. Articulating the goals of the government sector with those of the nonprofit and private sectors
3. Applying personal talents and energies in the service-learning mode l of community leadership.
4. Applying creative problem solving and critical thinking in working with individuals, families, groups, organizations and communities.
5. Effective communication—oral and written.
6. Researching and writing about service learning experiences at the community level.
7. Working and interacting with others in a team approach.
8. Using volunteerism as a means for social change.

INSTRUCTIONAL METHODOLOGY AND TEACHING STRATEGIES:

A variety of instructional methodologies and teaching strategies will be employed throughout this course.

Above all, my teaching style in this course is based on an “adult-centered” model wherein students are active participants responsible for their own learning. Student motivation is a key factor in learning. I am a facilitator and resource person who will help you engage in meaningful involvement by investing your time and energy in the academic enterprise.

ASSIGNMENTS:

This course is a combination of reading, completing text exercises, group/class discussion, guest speakers, research and student presentations. It requires **30 hours of volunteer activity** within the community of Mankato. Students who fail to complete their activity **will fail the class**.

CLASSWORK:

Oral Presentation:

Meaningful group discussion provides an opportunity to not only express ideas but to think in terms of the dynamics of their expression and to develop a broader perspective of knowing. Many of us don't really know what we are thinking until we hear ourselves say it aloud.

Bottom line--it's an excellent learning experience. A portion of every class will be devoted to students leading the class in discussion about the readings in *Civically Engaged Reader* and how these relate to Service Learning and the concept of Community Leadership. Your contribution will be evaluated using the “Class Led Discussion Evaluation” criteria attached to the syllabus. Please review the criteria carefully. No Power points.

Students absent on the day of their presentation subject to a 30% point reduction and must be prepared to give it when class time is available. Note: All students should be prepared to present their Civically Eng. present 1 week in advance.

Group Project: TBA

Exercises:

You are expected to read the assigned text(s) or readings prior to class **and do exercises** in the textbook as assigned. They will serve as the basis for interactive group and class discussions. Students will form permanent peer groups and randomly be asked to orally report on these exercises. **Exercises are to be labeled in upper right hand corner of each page with: Student's name, date, as signment (item no. and page no.) and due date* (day & date). No credit for unstapled or unlabeled homework.**

Exercises must be **typed**; Keep all assignments when returned until the end of the semester in case there is a discrepancy. No credit for late assignments. The balance of the class will consist of problem solving, lecture, student presentations and guest speakers.

Current Events:

A portion of most classes will be devoted to students participating in current events discussion. For example you will be asked to select a news event occurring 1) in a country (other than the US), bring in print media discussing the current event and type 2 paragraphs explaining it; or 2) occurring locally, bring in print media discussing the current event and type 2 single spaced paragraphs explaining it. We will form groups and randomly discuss current event in class as time permits. (*A copy of the print media item should always accompany your piece.*) **Current events should be labeled same as exercises (see p. 2).**

SERVICE LEARNING:

This course is structured to allow you the opportunity to learn about the community leadership (as a concept, as a skill, and as a value) both in the classroom and “on the ground.” You are required to spend a significant amount of time (minimum of 30 hours: (days marked “no classes” make up approximately ½ of this) as a volunteer for a community-serving organization. *You are expected to go to your S/L agency on the “no class” dates.* While there, you will have the opportunity to be of service, and to observe how those around you serve and lead. **The non-profit organization should also be based in Mankato.** If you have questions on acceptability of an organization, talk with the instructor asap. *Failure to complete service learning will result in failure of the course.*

Service Learning Fair

Non-profit organizations will be present on the MSU campus on the date listed on the weekly schedule. *You must attend the service learning fair* so you can talk with representatives of the various non-profit organizations. This will help you to decide which organization interests you the most and which offers time schedules compatible with your class/work schedules. Take your service learning calendar along.

Note: If you cannot attend the service learning fair (because of a class conflict), notify the professor the week beforehand to get an alternate assignment & bring a copy of your class schedule. (5 points)

Service Learning Calendar

Before you attend the S/L fair, *make up a weekly calendar and fill in* your: a) class, b) work, c) study schedules, and d) any other time commitments (clubs, etc.) you have. **Share this calendar with the representatives of the various community organizations as you select ones with whom you are interested in volunteering. This will allow you to come up with a “fit” for completing your service learning. Turn in a copy of your calendar with signatures on the date noted on the weekly class schedule.** You might also check the websites of the Chamber of Commerce www.greatermankato.com under “community” and “civic orgns.” to get further volunteering ideas. The guest speaker list is also a good resource for service learning participating agencies. (2 pts.)

Service Learning Agency/Student Interview

After you decide on the agency where you will do your service learning, set up an appointment with the director (or person who will be your supervisor). **Take the “service learning interview” sheet** (in the class packet) **with you to the interview and complete it with your supervisor.** Return it to the class instructor on the date shown on the weekly class schedule. You should write down the times/days you have arranged with your interviewer for S/L. Leave a copy with them and bring the original back to submit in class. If you decide to withdraw from this class, please be sure to contact the course instructor and the agency to advise them. (3 pts.)

Service Learning Agreements

You must have a “Service Learning Agreement” (in class packet) signed and dated by the supervisor at your non-profit organization at the start of your service learning (initial form) and then again at the end (final form) verifying that you completed your 30 hours. A signed copy of the starting service learning agreement must be submitted by the date listed on the weekly schedule. A final signed service learning agreement attesting to your completion of the 30 hours service must also be submitted in accordance with the weekly schedule. *Late submissions of initial and final S/L agreements subject to late points.* You should also attach a completed log time sheet (in class packet) to your final S/L agreement. ***Failure to fulfill 30-hr. S/L requirements will result in an “F” for the final grade. Failure to submit initial and final signed S/L on due date will result in a 5-point deduction.***

GUEST SPEAKERS:

Throughout the semester guest lecturers may speak to the class. These appearances will be listed on D2L or announced. Guest speakers may include community leaders and elected officials. Be sure to ask the instructor the week before their appearance for some background information on the speakers. This will allow you to develop two (2) intelligent and meaningful questions to pose to them. Your questions must be **typed** and have your name and date showing in the upper right hand corner. They are to be turned in **at the start of class** in order to receive the “guest speaker” question points listed under “grading.” Note: You should do two copies and retain one to refresh your memory when the speaker calls for questions. *Please no open laptops, text messaging, or cell phones during these presentations.*

Student Code of Ethics: Students should familiarize themselves with the university’s policy on plagiarism. Be sure to properly cite using APA style all works used and correct world-wide web URL’s consulted. Plagiarized assignments will result in a failing grade.

COURSE EXPECTATIONS:

Attendance/ Class Participation/Quizzes:

Students play an important role in educating and challenging each other, which can only happen with consistent attendance. I expect you to attend and roll will be taken and an attendance sheet distributed at each class—be sure you sign it. *Students coming in late or leaving early will not get full attendance points.* Unexcused absence (*prior notification is required—even if I am not available, my voice mail and email always are*) can result in loss of grade points. The instructor will have periodic quizzes on class discussions and readings. *Quizzes cannot be made up if absent.* The instructor also reserves the right to have a comprehensive final exam if class attendance falls off or classroom participation is poor. If a final is given, the instructor reserves the right to determine point value of it. *Please no open laptops, text messaging, or cell phones during class.*

Grading:

There are 200 points for the course, divided as follows:

Your papers will be graded on the following system:

<u>Assignment</u>	<u>Points</u>
S/L completed	45
*Individual text exercises, current events, etc.	25
*Group work/project	40
Presentations on reading(s)[20] & S/L [10]	30
S/L fair (5) Calendar (2) interview Sheet (3)*	10
G.Spkr questions /quizzes	20

Attendance (22 – 2 pts. ea.)/Class Participation (8)	<u>30</u>
Total	200

*These must be submitted to instructor on dates shown on weekly schedule (late work will not be accepted).

American Disabilities Act (ADA)

ADA requires that the university provide services for persons with disabilities. For more information regarding the services that are available to you, please contact the MSU Disability Services Office at (507) 389-2825 (V) or 1-800-627-3529 (MRS/TTY). If you are a person with a disability, please discuss your special needs with this instructor within the first week of class. This will allow you and the instructor ample opportunities to make arrangements for taking notes, completion of assignments, and examinations.

Other Policies: When cell phones and beepers go off in class they are very distracting to others. Please turn off your cell phones and beepers during class time/field trips. **No open laptops or texting during class.** **Turn off cell phones completely.** Thank you. *Failure to this policy will result in a deduction in your class participation points.*

Fall Course Calendar and Reading Assignments – 230-01 Fall 2009 T 2-4:45 p.m.

To be announced.