

Instructors who wish to have their courses identified as IPFW Service Learning Courses in the Schedule of Classes need to address the following 5 criteria and to submit to Service Learning Advisory Council (SLAC) a course proposal form. Please be brief, but clear; provide enough detail so that it is clear the use of service learning in your course meets these criteria\*:

### **IPFW Service Learning Course Criteria**

Service Learning combines classroom work and theory with relevant service projects that involve an element of critical reflection.

The following criteria must be met for courses to be designated as Service Learning and so designated in the IPFW Schedule of Classes:

1. Service learning courses combine classroom work and theory with relevant service project(s) coupled with critical reflection, therefore:
  - a. Course work goals should be clearly stated to the student
  - b. Relevant service project(s) with respected community partners must be outlined on the proposal form and for students
  - c. Instructors should frequently meet with the students and the community partner making sure that the links between classroom and the community are working
  - d. Critical reflection components must be woven into the regular course work – a distinction that separates service learning from basic volunteerism
2. Service learning courses provide benefits to IPFW students and to the community, therefore:
  - a. Students should be given the opportunity to be leaders in their learning process and develop as engaged citizens
  - b. By contributing to a community, students should have the opportunity to form lasting relationships with that community
  - c. Community partners should be respected as co-educators who may make significant contributions to the learning experience, and thus could offer additional reflective and/or evaluative components of the course themselves
  - d. Community partners' needs should be equitably matched with students' abilities
3. Evaluation standards are clearly stated, therefore:
  - a. Ongoing assessment and feedback of both the individual student(s) and the community partner(s) should be in place
  - b. Students' grades should be based on the learning of course content and its relationship to service
4. Service learning is an ongoing process of development, therefore: service learning professors will be offered opportunities to attend periodic service learning workshops.
5. Courses that meet these criteria will be able to have a Service Learning (SL) designation in the IPFW Schedule of Classes- both hard copy and OASIS, the IPFW Bulletin and the Description of Courses offered at IPFW as described in the OASIS website. Inclusion of this designation on OASIS can appear as soon as approval is received.