



Checklist for Developing Service-Learning Courses

As you begin to think about community service as a part of your course and as you talk with community partners, incorporate these components for development of a strong and effective course.

✓ **Statement of goals, expectations, and responsibilities**

- For faculty
- For students
- For community partners

This set of statements is essential and is a product of ongoing conversation as well as understanding of and appreciation for differences in cultures and practice.

✓ **What are the service activities students will perform?**

How do they connect with the academic content of the course? How do they meet community partners' priorities?

With your community partner, develop a plan for service activity with strong connection to academic concepts taught in the course.

✓ **How will you help students connect course content and service?**

Develop class activities and assignments to assist students in making the connection between course content and service and in applying academic content to service activity.

✓ **How will you prepare students for service?**

Include a clear and accurate description of the activity and goals and objectives and evaluation; time and effort expectations, cultural sensitivity; training for the tasks involved in the service; safety awareness; and introduction to the work of the community partner.

✓ **How will you plan for evaluation of student learning and the unique focus of the course and of achievement of project goals?**

✓ **What is your plan for sustainability of the faculty/community partnership with your department and with your community partner?**

Continuing partnership, type(s) of activity, once a year or every quarter, commitment from partner organization and from department