

HSU POLICY ON SERVICE-LEARNING COURSES

Preamble: This policy will provide the option of designating service-learning courses within departments, which offer courses that meet the requirements. This designation will allow students to identify and select courses which emphasize service learning.

Definition: Service-learning is academic study that combines community service with academic instruction as it focuses on critical, reflective thinking and civic responsibility. The academic study may be in any discipline or combination of fields. The service may address a variety of community needs including direct service to people in need, improvement of community resources, community outreach and education, or policy analysis.

Policy: Courses that meet the guidelines below may have a special designation in the HSU Course Catalog that these courses may be offered as a Service-Learning Course. Departments sponsoring these courses will designate which sections will be offered with a service learning component. It is possible to have courses with multiple sections, some offered with and others without service-learning. *The reference to the service-learning denotation will read: "Sections of this course may be offered with a service learning component, check the Schedule of Classes for the service-learning designation."*

Procedure for Approving Courses for Service-Learning Designation: ~~Existing courses, a~~ After receiving the endorsement of the departmental faculty, courses will be reviewed on the basis of the listed guidelines by the appropriate college curriculum committee, a subcommittee of the University Curriculum Committee (UCC) ~~which will include three faculty members and one student member from the Service Learning/ Experiential Education Advisory Committee and a representative from the UCC. Final approval will be granted by the UCC. Courses will receive initial approval, and then~~ Once approved, courses will be reviewed after three years and then will be reviewed periodically by the college curriculum committee, utilizing the program review process for programs with UCC oversight.

Guidelines: Designation as a service-learning course will require the following:

1. Appropriate academic study is the primary focus of all designated service-learning courses. The service-learning component is a support to the academic focus.
2. ~~The course will have a~~Activities to introduce the concept of service ~~ethic~~ through various methods such as guided readings, experiential class period, or seminar;
3. A requirement of at least 10 hours of academically relevant community service which contributes to the student's grade;
4. Structured opportunity(s) for critical reflection on the service experience; and
5. Activity(s) linking course content, such as a paper or presentation, which relates the experiential learning of community service to specific course content.

Catalog Statement: The following statement explaining service-learning shall be placed in an appropriate place in the General Catalog.

Education at Humboldt State University includes the opportunity to serve the people of California. This is partially accomplished by the link of academic study to community service. Service-learning is academic study that combines community service with academic instruction as it focuses on critical, reflective thinking and civic responsibility. The academic study may be in any discipline or combination of fields. The service may address a variety of community needs including direct service to people in need, improvement of community resources, community outreach and education, or policy analysis. Various sections of courses which include service-learning components will be so indicated in the Schedule of Classes. This designation assists students desiring to identify and select courses which emphasize service learning.