

SYLLABUS DEVELOPMENT GUIDE

Course Title: _____

Discipline: _____ Credits: _____

I. Course Goals:

A. *Academic/Learning Goals: What are the academic goals of the course? Does incorporation of service change the course goals in any way? How?*

B. *Civic Learning Goals: How can the individual and social responsibility goals of the University be incorporated in my course?*

C. *Service Component Goals: What purpose will service assignments have in achieving the academic learning and civic learning goals for the course?*

II. Service Activities/Assignments:

A. *Appropriate Types of Service: What kinds of service activities best support the academic goals of the class? How will they be identified? Will all students do the same service? Will service be required? How much service is expected?*

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B. *Characteristics of Service Experience: Check all that apply*

- a. optional
- b. short term
- c. team project
- d. Approximate number of hours _____
- e. required
- f. long term
- g. individual project

C. *Faculty Role in Service Activities: How will the instructor be involved?*

III. *Reflective Activities: What types of activities will be assigned to encourage reflection on the service experiences relative to academic goals of the class?*

IV. *Texts and Other Assignments: Will readings or other assignments be changed to support the service work?*

V. *Grades/Assignments/Expectation: How will student learning be evaluated?*