

## Integrating High Impact Learning and Community Engagement

# HIGH IMPACT INITIATIVE.

### Inventory for High-Impact Engagement

The following pages contain a series of questions about the your center and campus. This tool is designed as a self-assessment and reflection instrument which will provide information that is also valuable to strategic planning.

We recognize that every center and campus is at a different place in its development and that some of these questions may appear to not even apply. We appreciate your willingness to respond and, where indicated, to also share documents and files that are relevant.

When your inventory is complete, please enter your responses into an online survey using this link to *Qualtrics*:

[https://siena.qualtrics.com/SE/?SID=SV\\_d5vhkIF34Z5yYsc](https://siena.qualtrics.com/SE/?SID=SV_d5vhkIF34Z5yYsc)

### Campus Culture

**Culture** Please share the prominent language that your center and campus uses to describe its work with communities:

**Culture** Define the following terms as they would be understood within the campus culture. If any of the following terms are not used, please indicate with N/A, unless you can provide insight as to why it is not used.

- Academic community engagement
- Civic engagement
- Civic education
- Community-based learning
- Community service

- Service-learning

- Social justice

Please provide a copy of your institutional mission statement and learning goals.

Please provide a copy of the mission statement and learning goals for the institutional sub-unit within which your center resides (i.e., in

In 250 words (four sentences), please describe the history of your center, its current status, and your hopes for the future.

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## Demographics

*Profile of student body (race/ethnicity, income, gender, SAT/ACT)*

*Profile of students involved in center programs (numbers by program and class year, (race/ethnicity, income, gender, major/academic affiliations)*

*Profile of community partners (name, issue area, services provided, points of contact between partner and the institution i.e., Bonner placements, non-Bonner placements, links to academic community engagement courses and projects, other)*

*Profile of community (prominent ethnic / racial groups, population changes)*

## Center Purpose

**Center Purpose 1.** *Our Center has an up-to-date written mission statement that helps us respond to programming, funding, and other opportunities.*

- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning to do

- Firmly established
- Other (please specify)

*If yes, please save in your school's Bonner Strategic Planning Dropbox.*

**Center Purpose 2.** *Key stakeholders (program coordinator(s), faculty, and community partners) have written a strategic plan that addresses programming, funding, and growth.*

- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning
- Firmly established
- Other (please specify)

*If yes, please save in your school's Bonner Strategic Planning Dropbox.*

**Center Purpose 3.** *Our staff and communications materials clearly and concisely articulate the center's (including Bonner Program's) history and growth on our campus.*

- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning
- Firmly established
- Other (please specify)

*If yes, please save in your school's Bonner Strategic Planning Dropbox.*

*The Center's mission, history and current activities are well known by most staff, faculty, students, and administrators across campus*

- We ----
- We ----
- We ----
- We ----
- We ----

**Center Structure**

**Center Structure** *The Center has a clear organizational chart that articulates specific program responsibilities and the reporting structure, both within and outside the center.*

- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning

- Firmly established
- Other (please specify)

*If yes, please save in your school's Bonner Strategic Planning Dropbox.*

- Other (please specify)

**Center Structure 5.** *We have established a board or other advisory structure that includes university administrators, faculty, students, and community partners.*

- No-we don't have a board
- We're in the process of establishing a board
- We have a board, but all parties are not represented
- We have a firmly established board
- Other (please specify)

**Center Structure 6.** *What is the source of your campus center funds? Please explain. For example, 50% Campus Life, 30% Provost, 10% alumni, 10% grant funded.*

**Center Structure 7.** *The Center's physical space is adequate and appropriately located (and visible) to accomplish its mission and programs.*

- No
- Yes, but this space serves multiple purposes
- Yes, our space is devoted solely to CBR
- Other (please specify)

**Center Structure 8.** *Our center has a website that is frequently updated and provides valuable information to all participants.*

- We don't have a website
- We're in the process of creating a website
- We have a website, but rarely update it or utilize it
- We have a website that we often refer students, faculty, and community partners to.
- Other (please specify)

*If you have (or will have) a website, what is the hyperlink?*

## **Academic Community Engagement**

**ACE 9.** *The following forms of Academic Community Engagement are utilized by faculty and students at our institution, including (check all that apply):*

- Traditional course-based (add-on) community service with some reflection
- Added credit (fourth credit) option
- Credit-bearing service trips or winter terms
- Place-based courses (community asset-mapping, local history, local policy and public issue forums)
- Project or problem-based service-learning in which course content is delivered in and through completion of a service project
- Community-based research projects
- PolicyOptions / public policy research for partners
- Self-designed / internship / practicum / independent research projects
- Multi-semester course sequence(s)
- Intensive full-time summer projects
- Co-curricular certificate
- Credit-bearing Certificate
- Minor
- Major
- Course designator (i.e., for transcription notation)
- Other (please specify)

*Please save the following documents in your school's Bonner Strategic Planning Dropbox:*

- *Inventory of any kind for academic service-learning*
- *Syllabi of any required courses for Bonners or students engaged in your center*
- *Catalog description of requirements for any approved academic program*

**ACE 10.** *One role the Center plays effectively is faculty training, development, and ongoing support for academic community engagement.*

- No
- We are in the process of developing a system
- We have a system, but it needs work
- We have a system that is effective
- Other (please specify)

**ACE 11.** *We have evaluation tools in place for faculty, community partners, and students upon the completion of academic community engagement courses and projects.*

- No
- On our list of things to do
- Yes, but need a lot of work
- Yes, just have a little fine-tuning to do
- Firmly established
- Other (please specify)

**ACE 12.** *We have evaluation tools in place for community partners for the whole Center.*

- No
- On our list of things to do
- Yes, but need a lot of work
- Yes, just have a little fine-tuning to do
- Firmly established
- Other (please specify)

**Assessment 13.** *We effectively measure community impact of Center-supported initiatives and activities, by (please explain):*

### **Capturing the Value**

*15. We have an effective and efficient means for communicating the value of the work of the Center to internal and external constituencies. Please explain:*

*14. We have institutionalized methods for acknowledging excellent civic work among (check all that apply):*

- Faculty
- Students
- Community Partners
- Other (please specify)

*If yes, please describe your method(s) of recognition.*

### **Planning**

*16. We have an institutional strategic plan in which civic engagement or a QEP specifically about community service/academic community engagement.*

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- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning
- Firmly established
- Other (please specify)

16. *We have the Carnegie Classification.*
17. *We have the Corporation for National and Community Service Presidential Honor Roll.*
18. *Our institution pays attention to national reviews and/or rankings by public service (i.e., Washington Monthly, US News and World Report)*
19. *The percentage of Federal Work Study used for community service*
20. *Any other federally funded community service programs (i.e., state direct AmeriCorps, America Reads, America Counts, VISTA)*
21. *Privately funded community service related scholarship and academic support programs (i.e., Bonner, COIN, Posse, McNair, Eckerd, Teagle, Lilly, Pericles)*

- No
- On our list of things to do
- Yes, but needs a lot of work
- Yes, just have a little fine-tuning
- Firmly established
- Other (please specify)

#### **Available Assessment Data**

22. *Does your institution participate in the National Survey of Student Engagement (NSEE). If yes, please contact the relevant department and secure access to the data from the questions related to service and civic engagement.*
23. *Does your institution participate in the Cooperative Institutional Research Program (CIRP)*
24. *Has your institution participated in the national Assessment of Service and Civic Engagement (ASCE)?*
25. *Has your institution participated in the Teagle Report Card?*

#### **Campus Institutional Structures and Policies**

Please provide a copy of your institutional mission statement and institutional learning goals as well as the mission statement and learning goals for

26. *Our institution's overall mission includes civic engagement and responsibility, in alignment with our CBR program mission.*

- Civic engagement has a strong presence in our campus mission statement.
- Civic engagement plays a small role in our campus mission statement.
- Civic engagement is not mentioned in our campus mission statement.
- Other (please specify)

27. *Community-based research has been incorporated into our institution's vision and goals for the future.*

- Neither CBR nor service learning are part of our institutional goals.
- CBR is not a part of institutional vision, but service-learning is.
- CBR plays a small role in our campus vision.
- CBR has a strong presence in our institutional vision and goals.
- Other (please specify)

28. *Where does CBR fit into your institutional governance structure? For example, is it part of a network of service learning organizations overseen by the Dean of Student life? A program under the Dean of Undergraduate students?*

29. *Our institution offers faculty incentives for CBR.*

- There is no incentive for faculty to participate in CBR.
- There is incentive for faculty to participate in CBR, but it is not very significant.
- There is significant incentive for faculty to participate in CBR.
- Other (please specify)

### **Community Institutionalization**

30. *With how many organizations has your CBR program partnered?*

- 0
- 1-3
- 4-6
- 7-9
- 10-19
- 20+
- Other (please specify)

31. *How many of your community partners are active (participated in a research project within the last year)?*

- 0
- 1-3
- 4-6
- 7-9
- 10-19
- 20+

32. *We have a clearly defined plan for the future with each of our significant partner organizations.*

- No
- We are in the process of developing plans.
- We have a plan, but it's not very effective.
- We have a plan that has proven quite effective.
- Other (please specify)

33. *We have established a system to ensure continuity for community partners (to address turnover of partnership coordinators, school administrators, and faculty).*



- No
- Yes, but turnover has still been challenging
- Yes; this system has kept our relationships smooth.
- Other (please specify)

*34. We have developed a method of sharing research projects with all of our partner organizations so as to maximize the benefits of student research.*

- No
- We do share information, but not in a systemized way.
- We are currently developing a system.
- We have a system that needs improvement.
- We have an effective system for information-sharing.
- Other (please specify)

**Thank you for completing the Institutionalization Checklist!**