Center for Community Engagement
to advance Scholarship & Learning
UNIVERSITY OF DENVER

TIPS & TRICKS FOR COMMUNITY-ENGAGED LEARNING AT DU

Discover these helpful hints and strategies to elevate your Community-Engaged Learning Course to new heights!

Adding the Community Engaged Attribute to your Course 2

Adding a Zero Credit "Off-Site" Component in The Schedule 2

Finding a Community Partner through CCESL's Scholar Shop 2

Funding for Community-Engaged Teaching 3

Support from DU's Office of Teaching and Learning 3

Demonstrating Community Engagement Through Watermark 3

Background Checks for Volunteers 3

Next Steps for Engaged Students 4

Showcasing Engaged-Learning Work through an Exhibit 5

Sharing Your Engaged-Learning Accomplishments or Events 5

Adding the Community Engaged Attribute to your Course

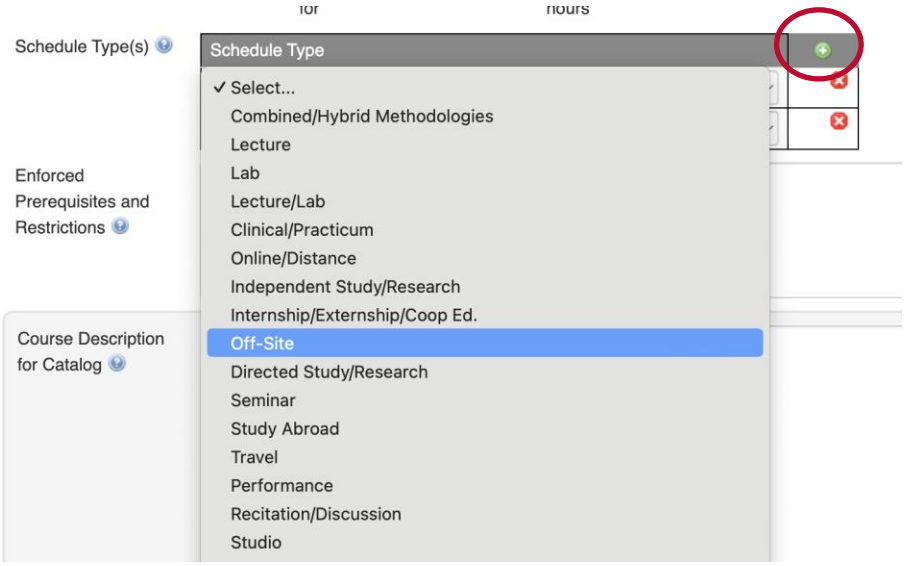
You can add a community engaged attribute to your course that will appear in the DU class schedule. Students can search for classes using the attribute and also see the attribute when reviewing course information, thus they should be aware that your course will use engaged-learning pedagogy when they register. Adding this attribute ensures that your course will automatically count toward the Community Engagement for the Public Good Undergraduate Minor.

HOW: Submit the request through CourseLeaf by checking the "Community Engaged" box in the 'Identifying Attributes" section. The CCESL Executive Director will receive the proposal to review. You may email a brief description of the course and the engaged component in advance of the submission if you'd like to provide additional detail, but it is not necessary.

Adding a Zero Credit "Off-Site" Component in The Schedule

If your course will include a direct engagement component with a specific day and time for the engagement students are expected to complete, you can have this listed in the course schedule so students are aware of it when they register. The component schedule type would be listed as "off-site." For more details about course component schedule types, visit https://www.du.edu/registrar/faculty-staff-resources/course-scheduling-guide/credit-hour-determination.

HOW: You will need to access CourseLeaf to make changes to your course. Once you've logged in, search for your course and click "edit course." Find the "Schedule Type" section and use the green + button to add "off-site." Hit Save & Submit – the form will then be sent to workflow for approval from the registrar, department chair, dean and provost. You may need to follow up with the registrar's office and/or your department to add the specific days/times that this component should be scheduled. Once you've added the component, it will stay with the class in quarters/semesters/years that follow.



Finding a Community Partner through CCESL's Scholar Shop

If you do not have a community partner in mind, check out CCESL's Scholar Shop, which is a resource that DU students, faculty, and staff can use to find, connect, and collaborate with organizations on projects that address community-identified interests and issues. Community organizations submit an interest form to CCESL outlining their interests in collaborating with DU faculty and students. Faculty members can peruse this database and explore potential partnerships. If you are interested in connecting with an organization, contact John.Macikas@du.edu

HOW: To learn more about Scholar Shop and see current partners seeking DU collaborators, visit our Scholar Shop webpage. To view current community partners, scroll down to 'Community Partner Database.'

Funding for Community-Engaged Teaching

The Community-Engaged Teaching Funds are designed to support instructors to be innovative in developing and promoting their community-engaged teaching. CCESL uses a single, universal application for multiple funding categories. Funding typically ranges from $500-$2,000+ and the categories supported include:

- Community-engaged class projects
- The development of community-engaged courses
- Institutional capacity building (e.g., bringing together instructors who teach similar courses to develop collaborative ideas for community-engaged activities)
- Professional development (e.g., scholarship of teaching and learning for community-engaged teaching)
- Community-Engaged Student Assistants

Applicants may request funds from multiple funding categories listed above. Appointed faculty, adjunct faculty, postdoctoral and graduate student instructors may apply. Applications are reviewed on a rolling basis.

HOW: Visit CCESL's website for more information and to access the application form, which outlines eligible expenses (https://academicaffairs.du.edu/ccesl/opportunities-faculty-staff/community-engaged-teaching). Once you've reviewed the application, direct any questions to Cara DiEnno (cara.dienno@du.edu).

Support from DU's Office of Teaching and Learning

Office of Teaching and Learning (OTL) has several programs that support community-engaged learning at DU including the student-faculty partnership program. In this program, students and faculty members work together as partners in exploring how we can create more engaging, inclusive, learning-rich environments for every student. Additionally, DU's Office of Teaching & Learning (OTL) often has mini-grants available to support instructor innovation.

HOW: Visit http://otl.du.edu/ for more information.

Demonstrating Community Engagement Through Watermark

Help us to track CCESL's impact and demonstrate the importance of community engagement at DU! If you have received funding, attended a training, participated in programming, or otherwise connected with CCESL, we encourage you to indicate your affiliation with CCESL when you update your faculty materials in Watermark Faculty Success (formerly Activity Insight). Additionally, if you use community engagement in your research, teaching, or service, we encourage you to document this in Watermark.

HOW: Find a step-by-step guide here.

Background Checks for Volunteers

If students will be performing direct engagement with a community, it is important to clarify with your community partners if students will be required to complete a background check. Some organizations may have a specific process for background checks while others may not. It is possible to run the checks through DU.

HOW: If you would like to conduct a background check through DU, you can do so through the Hire Right system. You will indicate that you are requesting the check for a volunteer. You will need each students ID number and email address. You (or someone in your department/unit) will need a Hire Right login to submit the background check.

NEXT STEPS FOR ENGAGED STUDENTS

Do you have a student who is enthusiastic about community engagement? CCESL would love to keep them plugged in. There are many opportunities for students to continue to deepen their engaged work:

- Interested undergraduate students can add a 20-credit **Community Engagement for the Public Good Minor** that will equip them with the skills, knowledge, and commitments to collaborate with communities for the public good. Students will learn the foundations of community-engaged methods and develop their action plan through CCESL's course sequence.
- Share with students how to search for **other community-engaged learning classes** (see "Adding the Community-Engaged Attribute" section above).
- Consider hiring a student as a **Community-Engaged Student Assistant** the next time you teach the class (see Funds for Community-Engaged Teaching section above).
- Students can use **CCESL's Scholar shop** (see "Finding a Community Partner through CCESL's Scholar Shop..." section above) to connect with local organizations to collaborate on projects that address community-identified interests while gaining hands-on experience and fulfilling program requirements.
- Students interested in further exploring their public good identities may be interested in opportunities through the CCESL-powered DU Grand Challenges initiative including the **Community Engagement Student grant** program, the **Community-Engaged Fellows program** or **CCESL Student Scholars** program where students weave together academic and co-curricular learning to reflect on the role they play in working to address some of the world's most pressing problems.
    - **Community Engagement Student Grants:** This grant program supports research or creative work projects that are collaborations with community partners and are faculty mentored. Faculty are also eligible to receive a stipend.
    - **Community-Engaged Fellows Program:** This year-long program is ideal for graduate students and advanced undergraduates who are passionate advocates for the public purpose of higher education and DU's public good mission. Fellows serve as ambassadors for CCESL, mentor students, learn and reflect with their peers and contribute to a community-engaged scholarly project led by DU faculty or staff. Fellows receive access to professional development, mentorship, and access to a network of peers who are using community engagement in their scholarly pursuits.
    - **CCESL Student Scholars Program:** CCESL Student Scholars are students who want to learn more about the social justice issues that matter to them, how to apply their academic learning to those issues and develop concrete skills and tools for making change in partnership with communities. CCESL Student Scholars contribute to a community-engaged project led by DU faculty or staff. Scholars collaborate to provide support to the project,

gaining hands-on community-engaged experience and receiving mentorship from Community-Engaged Fellows.

- Students particularly interested in service activities may wish to join the CCESL advised student group, **DU Service & Change (DUSC),** or view current volunteer opportunities on the **Volunteer Opportunities database**.

HOW: Feel free to direct students to send an inquiry to CCESL at ccesl@du.edu to discuss opportunities and/or direct to them to the following website to explore opportunities for students at CCESL (https://academicaffairs.du.edu/ccesl/opportunities-students).

Showcasing Engaged-Learning Work through an Exhibit

There are several places on campus you might consider for exhibiting student work including the University of Denver Museum of Anthropology (DUMA), The Davis Gallery in the Schwayder Art Building, the Anderson Academic Commons, and the Art Gallery in the Community Commons.

DUMA is a resource for faculty across campus. Museum staff are available to help you work with museum collections, create an exhibit, and develop related programming or activity. DUMA is located in Sturm Hall and includes a 720 square foot gallery for rotating exhibits. DUMA's ethnographic collection contains objects from around the world, including Africa, Oceania and the American Southwest. DUMA's archaeology collection focuses on sites from Colorado and the American Southwest.

HOW: For more information about DUMA, visit https://liberalarts.du.edu/anthropology-museum/exhibits. You can also contact Dr. Christina Kreps, Museum Director (ckreps@du.edu). For more information about the Davis Gallery, visit http://vicki-myhren-gallery.du.edu/davis-gallery-exhibition-proposals/ or contact davisgallery@du.edu. For more information about exhibit spaces inside Anderson Academic Commons, visit https://library.du.edu/collections-library-materials/exhibits/propose-exhibit. For more information about the Community Commons Art Gallery contact the Commons Director, Brian Schreckinger (brian.schreckinger@du.edu) or the Associate Director, Beth Goad (beth.goad@du.edu).

Sharing Your Engaged-Learning Accomplishments or Events

CCESL publishes and sends out a monthly newsletter, the Public Good Impact. The newsletter is widely distributed via email to members both on and off campus. Faculty are encouraged to share stories of their community-engaged learning successes by submitting articles and/or photos for inclusion in the newsletter. Additionally, the newsletter can be used to share upcoming community-engaged events open to the campus community. CCESL can also share your event information and/or accomplishments on our social media platforms (e.g. Facebook, Instagram, and Twitter). If you'd like to subscribe to the newsletter, you can sign up using this form: Subscribe to the Public Good Impact.

HOW: If you have a community-engaged event, story, or accomplishment to share, fill out this form and send an inquiry to CCESL's general email at ccesl@du.edu to learn about media deadlines. If you'd like to share an event, please reach out at least two weeks before your event to be featured on social media and one month in advance for inclusion in the Public Good Impact newsletter. For social media posts, please send a graphic or image along with a short blurb (150-word limit) that describes your announcement. For Public Good Impact articles, please limit your story to 500 words and, where possible, please include photos