

# CEL Course Submission Form

Use this form to submit information for a course to be considered for approval for the Community-Engaged Learning course signifier. Please fill it out as completely as possible, and attach a draft syllabus that contains, at minimum, the necessary CEL components outlined below. The form and syllabus should clearly demonstrate learning outcomes for community engagement and have a clear plan for course reflection.

Any course at Lindsey Wilson College seeking to do Community-Engaged Learning must meet the following standards:

- Clear connections between course objectives and community-based experience(s)
- Adequate preparation for the community-based component as well as guidelines and requirements for student critical reflection on experience
- That the community-based component is with, not for, a community partner
- That the community-based component is reciprocally beneficial

Reflection: A key component of Community-Engaged Learning is regular reflection, which connects the students' community-based experiences to the learning goals for the course. If your syllabus does not specifically address reflection, please attach documentation that demonstrates the role of this practice in your course. Examples of reflection include class discussions, journal entries, papers, videos, or presentations.

Form is due March 1, 2021.

\* Required

1. Email address \*

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2. School: \*

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3. Course Instructor: \*

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4. Phone Number: \*

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5. Email: \*

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6. Course Title: \*

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7. Course Number: \*

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8. CRN:

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9. Credit hours: \*

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10. Semester offered: \*

Fall 2021

Winter 2021

Spring 2022

Other: \_\_\_\_\_

11. Name of School Dean: \*

\_\_\_\_\_

12. School Dean Email: \*

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13. Please check all fields that apply to this course:

First Year Experience

General Education

Requirement for Major

Elective

Internship/Practicum

Graduate Level Course

14. This course is: \*

Proposed

Existing

15. Is the Community-Engaged Learning component of the course required? \*

Yes

No

Other: \_\_\_\_\_

16. Does this course have a minimum number of community engagement hours per student? If :  
how many?

\_\_\_\_\_

17. Percent of final grade the Community-Engaged Learning component makes up:

\_\_\_\_\_

18. This course is: \*

- Community-Engaged Learning CLASS - Every student in this section of the course is required to participate in the community-engaged learning experience. The CEL designation refers to a particular section of a course with a particular instructor.
- Community-Engaged Learning OPTION in Class - Students are given a choice by the instructor to participate in a community-engaged learning experience or some other equivalent assignment. The CEL designation refers to a particular section of a course with a particular instructor.
- Community-Engaged Learning COURSE - Every instructor teaching the course uses community-engaged learning pedagogy. In some cases, the department will create a standard syllabus for such courses. A Community-Engaged course can have a required or optional community-engaged learning experience.

19. Please explain how you will use reflection to enhance learning in this course: \*

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20. Please indicate which community partner(s) you intend to work with and describe the project to be completed. If you have not yet confirmed your community partner, please indicate possibilities. Explain how this community-engaged learning or research is addressing a real community need that has been identified by the community. \*

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21. How have you ensured reciprocal collaboration with your community partners to develop mutually beneficial projects/work? How has the community has been involved with identifying the need and project goals? \*

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22. How do you plan to capture hours and impact from this course for reporting?

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23. How do Student Learning Outcomes address community needs or challenges? \*

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24. Please submit a draft of your course syllabus that, at minimum, clearly outlines CEL expectations and connections to the course objectives. If you have difficulty submitting it he you can email it to Natalie Vickous at [vickousn@lindsey.edu](mailto:vickousn@lindsey.edu).

Files submitted: