

Reviewer Checklist for Integrated Service-Learning Courses

To be designated as an **Integrated Service-Learning (ISL)** course in the MSU Course Schedule and for all administrative purposes, the following criteria listed below must be met.

- 1. The service-learning project is academically rigorous, as determined by Department and Curriculum committees, and appropriate for the students' academic preparation and course content.
- 2. The course is arranged in partnership with an approved community partner(s). Faculty has identified potential community partner(s) that are appropriate for the course being taught.
- 3. The experience provides the community partner(s) with useful service (i.e., tutoring, enrichment lessons, health education, research, report writing) as distinct from mere observation. Give examples of the projects that will be undertaken.
- 4. The service-learning project/activity must require at least 15 hours of unpaid out of class service, including appropriate contact time and opportunities for interaction with the Community Partner.
- 5. The service-learning project/activity must constitute a minimum of 15 % of the student's grade.
- 6. Students are evaluated according to their effectiveness in integrating course material and the community service activity, not just for completing the required service.
- 7. The course assignments include a reflective exercise that requires students to analyze the service-learning experiences and synthesize information gained that enriches their academic studies. Readings, writing assignments, journaling, and project assignments are designed to accommodate and integrate the civic engagement component of the course.
- 8. Students will be given an instrument to assess the integrated service-learning project and its integration into the course.
- 9. The partnership does not appear to represent a conflict of interest to the faculty or students participating in the service experience.