

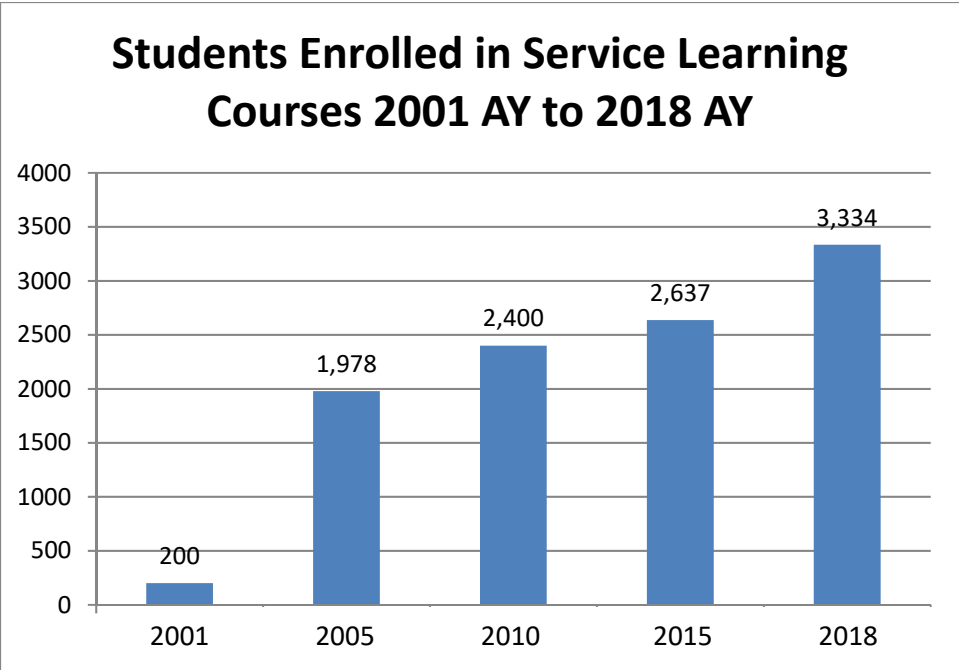


**Office of Service Learning Program Goals and Outcomes  
For 2018 - 2019 Academic Year**

Service Learning Statistics that support *Goal One: Support faculty in the development of community-based research and service learning opportunities.*

- **3,334** (approx.) students engaged in **193** service learning course sections
- **79** faculty offered community-based learning and research opportunities that met relevant community needs
- **647** (approx.) students were supported in extracurricular volunteer service opportunities
- **38 %** of Stanislaus State service learning and extracurricular students provided meaningful services to our region
- **69,895** (approx.) hours of service were provided by Stanislaus State students enrolled in a SL course
- **15,153** (approx..) hours of additional general community service were provided by University faculty, students and staff
- **\$2,474,046.00** in estimated contribution of service activities provided to the region by service learning and general service
- **294** Memorandums of Understanding have been developed, negotiated, and completed

The development, coordination, and deployment of these activities continue to be supported by the OSL staff.



<b>Goal 1: Increase the integration of Service Learning into the curriculum and the broader campus community.</b>		
<i>Strategies for Achievement</i>	<i>Specific Time Line</i>	<i>Outcome</i>
<p>1. Continue to provide direct support to faculty.</p> <p>This support includes: curriculum development, internship development, community partnership management and project coordination of service learning courses.</p>	<p>Summer 2018, Fall 2018 &amp; Spring 2019</p>	<p><u>Direct Support of Service Learning Faculty:</u></p> <p>The Office of Service Learning (OSL) continues to provide direct support and assistance to faculty in the following ways that include:</p> <ul style="list-style-type: none"> <li>➤ meeting with faculty and community agency representatives to develop service learning activities</li> <li>➤ work with faculty and students in the classroom to develop community-based activities</li> <li>➤ provide in-class Risk Management orientation sessions</li> <li>➤ meet with students one-on-one to finalize Risk Management documentation</li> <li>➤ provide community agency on-site assistance during service activity</li> </ul>

Direct Support of Courses:

Highlights and examples of service learning coursework receiving direct support from OSL include:

- ACC 4980: Independent Study (VITA Program) (Dr. Campbell)
- BUS 2090: Business Ethics and Social Responsibility ( Mr. Bernal, Ms. Crittendon, Dr. Donahue, Mr. Enger, Dr. Filling, Mr. Gilchrist, Dr. Hassell, Ms. Muser, Dr. Petratos)
- CDEV 3030: Cognitive Development in Schools (Dr. Cortez)
- CDEV 3550: Early Intervention in High-Risk Children (Ms. Nicole Montgomery)
- CHEM 3090: Chemistry in the Classroom (Dr. Drake, Dr. Russell, Dr. Stone)
- CHEM 4400: Biochemistry I (Dr. Stone)
- CJ 3600: Juvenile Corrections – Pathways to Success Mentor Program (Dr. Helfer, Mr. Perry)
- CJ 3650: At-Risk Youth– Pathways to Success Mentor Program (Dr. Mboka)
- CJ 4230: Juvenile Justice – Pathways to Success Mentor Program (Dr. Helfer, Dr. Gao)
- CJ 4350: Violence Against Children – Pathways to Success Mentor Program (Dr. Helfer)
- CJ 4700: Youth Mentoring – Pathways to Success Mentor Program (Dr. Mboka)
- ECON 2500: Principles in Macro Economics (Dr. Kelvin Jasek-Rhysdahl)
- ENGL 4600: Tutorial Projects in English (Ms. Paula Barrington-Schmidt)
- EDMS 4110: Reading Methods (Dr. Borba, Dr. Weisenberg)
- GEND 4110: LGBT Issues in Education (Dr. Eudey)
- GEOG 4940: Geography Internship (Dr. Peggy Hauselt)
- HONS 2850: Honors Service Learning Project (Ms. Lunt)
- JOUR 4940: Journalism Internship (Dr. Veronica Dawson)
- LIBS 1000: Beginning Field Experience (various)
- LIBS 2000: Intermediate Field Experience (various)
- PSCI 3304: Introduction to Public Administration (Dr. Hudspeth)
- PSYC 4948: Independent Study (Dr. Rosanne Roy, Dr. Grace Paradis)

Direct Support of Internships:

The OSL works with faculty for MOU development and student Risk Management documentation for their Service Learning course partnerships, as well as with Internship Coordinators associated with the following internship courses:

ACC 4940, AGST 4940, BIOL 4940, CIS 4940, CJ 4940, CJ 5940, COMM 4940, GEOG 4940, JOUR 4940, KINS 4940, PADM 5940, SOCL 4940.

<p>2. Create targeted outreach to involve more faculty and students.</p>	<p>Summer 2018</p> <p>Fall 2018, Spring 2019</p> <p>Summer &amp; Fall 2018 &amp; Spring 2019</p>	<p><u>New Student Orientation:</u> The OSL attended all <i>New Student Orientation</i> sessions for new students and transfer students to provide information about Service Learning and community-based volunteer opportunities.</p> <p><u>Service Learning Risk Management Support:</u> The OSL offered five (5) <i>Risk Management Workshops</i> for faculty in fall 2018 and four (4) workshops in spring 2019. The fall workshops were held on August 21, 28, and 30, and September 4 and 6. The spring workshops were held on January 30, February 5, 8 and 11. With the launch of Stan Serves S4, the workshops reviewed the procedures to track student placements and completing campus Risk Management forms online. The workshops also reviewed policy and procedures to comply with SAFECLIP Memorandum of Understanding and student Learning Plans for service learning and internship courses.</p> <p><u>AmeriCorp VISTA Support:</u> The OSL co-supervised one <i>AmeriCorp VISTA</i> member who worked with <i>Science in Our Community</i> STEM programs. These programs offer faculty and students opportunities to provide STEM activities to parents and children in our region, with an emphasis to target underserved populations. The OSL assisted the VISTA and over 61 College of Science faculty to facilitate Science Day, Science Saturdays, Junior Scientist, Solar Suitcase, Delhi Medical Academy, STEM Campus Tours, and other related STEM activities. The VISTA increased opportunities for student participation to apply their knowledge and gain leadership skills in conducting STEM activities with K-12 students. STEM student involvement increased 1% from the previous year to allow 392 students the opportunity to engage with k-12 students and their parents across 55 school districts in our region.</p> <p>Given the unexpected illness of a key faculty member, the OSL took over the primary leadership role of coordinating and managing the spring 2019 <i>Science Day</i> event. The OSL was responsible for all event coordination, risk management, and to ensure that the event was successful for over 3,000 guests who attended.</p> <p>The OSL worked with the College of Science Dean, Dave Evans, to resubmit a grant application to renew one VISTA member volunteer placement on campus. The VISTA member application was accepted in spring 2019. The VISTA member will continue to work with current STEM programs, develop new</p>

		<p>STEM opportunities, increase retention and 4 &amp; 6 year graduation rates, and work individually with faculty to support STEM work in the College of Science. The OSL will continue to provide supervisory oversight to the VISTA. This is an on-going pilot endeavor by a service learning office for the Chancellor's Office VISTA program.</p> <p>The OSL assisted Dr. Grobner with an IRA grant submission, which was awarded in full. This support will allow <i>Science in Our Community</i> programs to continue its innovative outreach of science programming in our community. The OSL continues to work with Dr. Grobner and other grant opportunities to support <i>Science in Our Community</i> programs.</p>
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**Goal 2: Maintain and expand communication with the campus and the community.**

<i>Strategies for Achievement</i>	<i>Specific Time Line</i>	<i>Outcome</i>
<p>1. Develop and seek to implement a plan to raise awareness of service learning opportunities and successes.</p>	<p>Summer 2018, Fall 2018, Spring 2019</p>	<p><u>Service Learning &amp; Community Services Support:</u></p> <p>The OSL continues to raise awareness of service learning opportunities and successes by supporting innovative programs and outreach efforts across the campus and in the community. This work includes the VISTA member outreach efforts for community-based programs. Many OSL programs have received media attention. Outstanding community-based programs supported by the OSL include:</p> <ul style="list-style-type: none"> <li>• <i>STEM programs:</i> <ul style="list-style-type: none"> <li><i>Science Day:</i> March 9, 2019</li> <li><i>Science Saturdays:</i> September, October, November, December 2018 and February 2019</li> <li><i>Junior Scientist:</i> October, November 2018, and March, April 2019</li> <li><i>Delhi Medical Academy of Science:</i> 2 Labs - October 2018 and April 2019, and Conference in February 2019</li> </ul> </li> </ul> <p><i>Solar Suitcase:</i> Spring 2019. This program is a collaboration with PG&amp;E and Turlock Dutcher Middle School students who built a solar powered kit that generates electricity. A solar powered kit assembled by the Dutcher students was installed locally at the Turlock We Care Program homeless shelter to provide needed light in the evening for client accessibility and check-in to the shelter.</p> <p>Stanislaus County Science Night/Fairs:</p> <ul style="list-style-type: none"> <li>October 13, 2018 – Modesto Junior College, Wild Planet Day</li> <li>October 27, 2018 – Valley Horne Elementary School, Science Fair</li> <li>February 21, 2019 – Medeiros Elementary School, Science Night</li> <li>April 4, 2019 – Cunningham Elementary School, Science Night</li> <li>May 4, 2019 – Earth &amp; Science Festival</li> <li>May 19, 2019 – Stanislaus County STEM Expo</li> </ul>

		<p>School Visits:  November 29 and December 20, 2018 – Brown Elementary School  May 23 and May 30, 2019 – Osborn Two-Way Immersion Academy</p> <ul style="list-style-type: none"> <li>• The OSL and VISTA member attend summer 2018 freshman and transfer <i>Student Orientation</i> sessions to make in-coming students aware of STEM and community service opportunities related to their disciplines.</li> <li>• <i>Campus STEM Tours</i> were facilitated by the OSL and the VISTA member:  Hazel Mahone (Sacramento): October 23, 2018  Monache High School (Porterville): February 22, 2019  Turlock Head Start families: April 9, 2019  Sisk Elementary School: April 17, 2019  Hidahl Elementary School: May 1, 2019.</li> </ul> <p>The tours visited one or more of the following areas: Naraghi Hall of Science, the Agriculture Sustainable Garden, campus Water Plant, and California Pathways.</p> <ul style="list-style-type: none"> <li>• United Samaritans’ <i>Legacy of Hope Fundraiser</i>: November 16, 2018</li> <li>• <i>Turlock Together Toy Drive</i>: fall 2018</li> <li>• <i>Cesar E. Chavez Day of Celebration</i>: March 28, 2019</li> <li>• <i>Turlock Head Start Fitness Clinic</i>: May 3, 2019</li> </ul> <p>Additional support to raise awareness of service learning opportunities and successes are available through the Service Learning website explained below under #2. <i>Update the Service Learning Website.</i></p>
2. Update the Service Learning Website	On-going	<p>The Service Learning website is updated throughout the academic year to provide relevant information and resources in the following areas:</p> <ul style="list-style-type: none"> <li>• Faculty, student and the community about the office’s programs</li> <li>• Curriculum development</li> <li>• Community partnership development</li> <li>• Courses with a service learning component</li> <li>• Volunteer opportunities</li> <li>• Events Calendar</li> <li>• Risk Management policy and procedures</li> </ul>

		<ul style="list-style-type: none"> <li>• Link to the Stan Serves S4 Website</li> <li>• Procedures and documentation</li> <li>• Recognitions and Awards that include the Carnegie Foundation for the Advancement of Teaching for the 2015 Community Engagement Elective Classification, and the President Higher Education Community Service Honor Roll.</li> </ul>
3. Maintain Stan Serves S4 database to comply with current Risk Management policy and procedure.	<p>Fall 2018 &amp; Spring 2019</p> <p>Fall 2018 &amp; Spring 2019</p>	<p>After a Risk Management audit was conducted in the summer 2017, the OSL continues to improve implementation of campus Risk Management policy and procedures, including the maintenance and utilization of the Stan Serves S4 database.</p> <p>For Risk Assessment Policies and Procedures:</p> <ul style="list-style-type: none"> <li>• The Service Learning and Internship student forms called <i>Learning Plan, Participation Guidelines</i> and <i>Liability Waiver</i> were updated and loaded in S4 database. The forms became available for use by students to fill out in S4 in fall 2018. This will help facilitate compliance and tracking of student involvement in the community.</li> <li>• The <i>Community Partner Request</i> online form filled out by community partner agencies was updated to clarify language related to Stan State students. Adding the <i>Community Partner Request</i> form to S4 has resulted in an increase of responses by agencies and for the OSL to assess risk factors with these agencies. Once an MOU is developed, agency information in the <i>Community Partner Request</i> form can be transferred in S4 to the site’s new listing for student placements, which reduces data entry time for staff.</li> <li>• A bulk email feature in S4 was developed to automatically notify agencies when an MOU expires, and requests the agency to renew their MOU. This feature can be set to notify the agency at a set date prior to MOU expiration to allow time for renewal and continuity in student placements.</li> <li>• An email feature in S4 was developed that will notify faculty when there are changes to, or notify the expiration of, MOUs utilized by their students.</li> <li>• A Log Entry feature in S4 was updated to allow certain sites that a student may select (e.g. a school site) to be linked to the “Parent” site (e.g. the school district) where the MOU was developed.</li> </ul> <p>For Internships:</p> <ul style="list-style-type: none"> <li>• Students in internship courses can now utilize S4 to complete the <i>Learning Plan, Participation Guidelines</i> and <i>Liability Waiver</i>.</li> <li>• OSL staff was trained in the implementation of the audit recommendations.</li> </ul> <p>Student <i>Learning Plans</i> that require Safety Guideline items specific to a course activity (based on the MOU developed) is being developed to be uploaded to the related course(s) as needed. The OSL worked with the Department of Psychology and Child Development to update risk management forms utilized</p>

		with the department's field work and internship courses. These forms may be available to use on S4 in the future.
4. Increase opportunities to meet with community members to maintain and develop partnerships.	Summer, Fall 2018, and Spring 2019	<p>OSL staff sits on community agency committees, which affords increased opportunities to maintain and expand community partners for student placements in the region. Committees and positions served include:</p> <ul style="list-style-type: none"> <li>• Turlock Community Collaborative: Julie Fox serves as Vice-President and co-chair of meetings with over 40 community service agencies.</li> <li>• Legacy of Hope, United Samaritans Foundation. OSL staff sits on this committee that organizes and facilitates over 180 student, faculty and staff volunteers in fall 2018 for this annual event hosted by John Stuart Rogers.</li> <li>• Martin Luther King, Jr. Commemorative Committee.</li> <li>• Cesar E. Chavez Day of Celebration Committee for the Poster and Essay Contests for K-12 and University students.</li> <li>• Turlock Head Start Delegate Community Partner Representative for the Head Start Campus Tour and Fitness Clinic.</li> <li>• <i>Science in Our Community</i> Organizing Committee.</li> <li>• We Care Homeless Shelter Board of Directors: Julie Fox.</li> </ul>

<b>Goal 3: Improve quality of service learning experience.</b>		
<i>Strategies for Achievement</i>	<i>Specific Time Line</i>	<i>Outcome</i>
1. Support faculty in the development of Community partnerships and service learning curriculum.	Fall 2018, Spring 2019	<p>The OSL supported faculty in the following courses and programs that seek to continue to further develop curriculum and/or community partnerships:</p> <ul style="list-style-type: none"> <li>• <i>Pathways to Success Mentor Program</i>  Faculty: Drs. Tim Helfer, Huan Gao, Abu Mboka, and Mr. Mark Perry, Criminal Justice.  Courses: CJ 3600: Juvenile Corrections, CJ 3650: At-Risk Youth, CJ 4230: Juvenile Justice, CJ 4350: Violence Against Children, CJ 4700: Youth Mentoring,  Community Partner: Turlock Unified School District (TUSD) and Mr. Gil Ogden, Director, Office of Student Services.  Service Learning: Now in its 14<sup>th</sup> year, this program is one of the largest mentor programs in the Central Valley. Over 360 Stan State Criminal Justice students participated in this mentor program to mentor one-on-one over 360 at-risk K-12 students at 15 school sites. The OSL provides collaborative program management and class orientations to Stan State students each semester prior to their mentor experience. University students focus on making a</li> </ul>



strong connection with their TUSD protégé and provide a positive role model for the younger students. The OSL hosts a meeting with the faculty, Mr. Odgen and TUSD administrators in the summer 2018 to review program procedures and seek ways to improve the program.

- *Volunteer Income Tax Assistance (VITA) program*

Faculty: Drs. Annhenrie Campbell, David Zhu, and Mr. Tim Firch, Accounting and Finance.  
Course: ACC 4980: Independent Study for VITA Scholars

Community Partners: IRS, Turlock Salvation Army.

Alumni Partners: Mr. Harsh Thakar, Kathy Johnson, Janet Riley, and Cindy Hutsell.

Service Learning: Begun in Spring 2003 and now in its 16th year, Accounting and Finance students provide free federal and state tax return preparation for low income and underserved members of the community during 6 tax clinics in February and March 2019. The tax clinics are managed by Stan State Alumni with assistance from Accounting faculty. The OSL met with faculty and alumni tax clinic coordinators in the early fall 2018 to review the program and began preparations for the upcoming tax season. Additionally, in the fall, the OSL provided program management by working with IRS on site documentation, and with faculty to recruit and select five students as VITA Scholars who received an immersive experience to help with clinic management. The OSL worked with the Salvation Army in fall 2018 for site dates, and in the winter and early spring for client reservations, and for site management during the six clinic dates. Two Saturday student training sessions occurred in January 2019 to prepare for the IRS certification process. In spring 2019, 23 students and 4 alumni, including OSL staff participated in the VITA tax clinics. Students and alumni completed 94 tax returns for low income families and seniors with an average AGI of \$23,430 that returned \$186,340 back into the community.

- *New Faculty Orientation*

Further faculty support includes the OSL's participation in the annual *New Faculty Orientation* to inform incoming faculty about the office's services to support community-based education and research, as well as service learning grant opportunities from the Faculty Mini-Grant program. The OSL also provides faculty trainings and one-on-one meetings in risk management, curriculum development, establishing community partnerships for service learning programs and internships.

The OSL also met with numerous faculty in one-on-one sessions in fall 2018 and spring 2019 to assist with service learning course development and implementation, or for community partnership development for a course with a service learning component.

The OSL continued to work with the Chancellor's Office team to explore ways in which community partners may access the Stan Serves S4 software and exchange information with the campus. OSL

		<p>continued to work with outside agencies to reach compliance on new and emerging partnerships that support service learning programs and internships. Currently, in 2018-19 AY the SL Office negotiated 109 new and renewal MOUs with agencies for student placements.</p>
<p>2. Assist with building a culture of engagement by collaborating with other campus groups on events with a community focus.</p>	<p>Summer, Fall 2018 and Spring 2019</p>	<p>The OSL assists in building a culture of engagement across the campus by partnering with the following campus groups who share a community focus:</p> <p><i>Warrior Food Pantry</i> The OSL worked with Student Affairs to assist in the implantation of community partner collaborations that can support the campus food box day and the food pantry for students.</p> <p><i>Science in Our Community</i> The OSL co-supervises an AmeriCorp VISTA, and works with the faculty and administrators in the College of Science to provide innovative STEM programs throughout the academic year both on campus and to approximately 55 K-12 schools in the county during the 2018-2019 Academic Year.</p> <p><i>Cesar E. Chavez Celebration Committee</i> The Cesar E. Chavez Celebration Committee is composed of campus faculty from Ethic Studies, campus administrators and OSL staff to plan for the 24<sup>th</sup> annual event that occurred on March 28, 2019. Community partners included a local Balet Folklorico group and this year local Turlock young student actors sang farm worker field songs related to Mr. Cesar’s efforts. The OSL administered the annual university student poster contest. The winning entries were displayed during the event.</p> <p><i>New Student Orientation</i> The OSL participates with Student Leadership and Orientation to attend the summer 2018 and 2019 orientation sessions for new and transfer students coming to Stanislaus State to inform incoming students about numerous opportunities to become involved to make a difference in the region through service learning and other volunteer opportunities throughout the academic year.</p> <p><i>Legacy of Hope Fundraiser</i> The OSL worked with campus administrators, faculty and student clubs and organizations to support volunteer opportunities at the annual day-long Legacy of Hope Fundraiser. The fundraiser supports services, food and clothing for homeless and low-income individuals in our community. On November 17, 2018, approximately 180 faculty, staff and students volunteered over 2,000 hours from the early morning through the late evening. All Stanislaus State volunteers are provided with background information about local individuals and families facing food insecurity and how agencies such as United Samaritans Foundation provide services to assist those in need.</p>

<p>3. Provide support to faculty on assessment and curriculum development.</p>	<p>Fall 2018, Spring 2019</p>	<p>The OSL supported faculty in new curriculum development in the following courses that were either completed in 2018-2019 or still in development for implementation in the 2019-2020 academic year.</p> <ul style="list-style-type: none"> <li>• <i>Community Service Survey: United Samaritans Foundation</i>  Faculty: Dr. Nancy Hudspeth, Politics and Public Administration.  Course: PSCI 3304: Introduction to Public Administration  Community Partner: United Samaritans Foundation.  Service Learning: In spring 2019 OSL worked with Dr. Hudspeth to develop a service learning project that allowed her students to collect, analyze, and report on data concerning food distribution and services provided by agency in Modesto, Turlock, Hughson, Empire, Ceres, and Keyes. Students presented findings to United Samaritans staff at the end of semester.</li>   <li>• <i>GIS Urban Air Quality Project (in development)</i>  Faculty: Dr. Jose Diaz-Garayua, Geography  Community Partner: Turlock Unified School District, Center for Advanced Spatial Analysis  Service Learning: The OSL began working with Dr. Diaz-Garayua on this project in summer 2018 to develop air quality monitoring stations throughout the Turlock Unified School District. Dr. Diaz-Garayua and OSL met with Gil Ogden at TUSD throughout the development process. Using the data from these stations, workshops will be developed with Turlock Junior High and High School students to use GIS software to map the air quality throughout the school district.</li>   <li>• <i>LGBT Issues for School Administrators</i>  Faculty: Dr. Betsy Eudey  Course: GEND 4110: LGBT Issues in Education  Community Partner: Turlock High School  Service Learning: OSL assisted Dr. Eudey in finding a community partner that would be interested in providing training for teachers and staff on current LGBT issues and legislation. Turlock Unified School District was identified as an interested partner, and Dr. Eudey and her students presented a well-attended and informative workshop for local educators.</li> </ul> <p>The OSL supports faculty assessment of community-based programs that include:</p> <ul style="list-style-type: none"> <li>• <i>Faculty Service Learning Syllabus Survey</i>  During the fall 2018, the OSL worked with the Office of Assessment to develop a faculty survey that will assess how the OSL's Student Learning Outcomes are identified within service learning course syllabi. This survey was considered to be sent out in spring 2019, but has been delayed until the OSL completes the Support Unit Review (noted below).</li> </ul>
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		<ul style="list-style-type: none"> <li>• <i>Support Unit Review</i> In spring and summer 2019, the OSL worked with the Office of Strategic Planning, Enrollment Management and Innovation to complete the office’s Support Unit Review (SUR). The SUR will be submitted by July, 2019.</li> <li>• <i>Civic Engagement Faculty Learning Community</i> The OSL worked with the Office of Assessment in fall 2017 to help establish a Faculty Learning Community around Civic Engagement. The Civic Engagement Faculty Learning Community (CEFLC) has been designated as one of six Core Competencies embedded within the campus’s Institutional Learning Goals for Stan State graduates. As part of the group’s charge, the CEFLC will first develop a campus definition of Civic Engagement. In the fall 2018, the FLC met to refine a working definition of Civic Engagement based on feedback received from a focus group with faculty for the working definition. Additionally, over 82% of respondents either “Strongly Agreed” or “Somewhat Agreed” that Civic Engagement should be a University requirement. In the fall 2018 and spring 2019, focus group data was discussed to develop an additional survey for all academic departments. Outcomes from the CEFLC will help the OSL to revise its Student Learning Outcomes (SLO) and assessment rubric based on the SLOs initially developed in 2011.</li> </ul>
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**Goal 4: Support program growth and staffing needs to support Goals 1, 2, and 3.**

<i>Strategies for Achievement</i>	<i>Specific Time Line</i>	<i>Outcome</i>
1. Actively work with campus leadership to explore avenues for additional staffing and professional development.	Fall 2018, Spring 2019	<p>The OSL is working with the Office of the Provost to explore avenues for additional staffing in 2018-2019 AY to meet increased office needs in the areas of Risk Management, Assessment, and ever growing community-based STEM programs that impact the effectiveness of the current staff.</p> <p>The Office of the Provost was able to fully support an Administrative Analyst/ Specialist long-term temporary position, and an Administrative Support Coordinator II position. These positions will help to refine and improve workflow regarding MOU development, assessment and service learning programs.</p>
2. Actively seek external funding.	Spring 2019, Summer 2019	<p><i>Chancellor’s Office/AmeriCorp VISTA</i></p> <p>The OSL worked with College of Science to develop a 4<sup>th</sup> year AmeriCorp VISTA through the Chancellor’s Office in order to develop and manage <i>Science in Our Community</i> programs and meet graduation goals in the College of Science. The Chancellor’s Office awarded Stanislaus State support for two VISTA members during the 2019-2020 AY.</p>

<p>3. Continue to plan for improvement in service learning work flow, assessment and program development.</p>	<p>Fall 2018, Spring 2019</p>	<p>The OSL is working on improve office workflow and has installed a bulk mailing process from the Stan Serves S4 system to reach community partners and faculty. The OSL has developed a more user friendly MOU template that is currently being reviewed by General Council. Additionally, the OSL is working with Risk Management, OIT and the Contracts offices to move the MOU process of review and signatures from a paper format to an online electronic format through S4. We are also completing the Support Unit Review to gauge office efficiency and service level.</p> <p>With support from the Office of the Provost, an additional AA/S position provided support for on-going assessment of academic community-based student activities.</p> <ul style="list-style-type: none"> <li>• <i>WASC / Campus Labs</i> OSL worked with the Office of Assessment during the 2018-2019 AY to continue updating information in the Campus Labs website on service learning and internship activities.</li> <li>• <i>Community Partner Post-placement Surveys</i> In order to assist faculty with appropriate student placements, the OSL sent out the Community Partner Post-placement surveys to current agencies or businesses that developed MOUs that fall under the SAFECLIP program. Information gathered from these surveys can be shared with faculty associated with the agency(ies) related to their discipline to help improve program opportunities and experiences for students.</li> <li>• <i>Faculty Learning Community Participation</i> The OSL participates in the Faculty Learning Community on civic engagement. The OSL has assisted in all phases of the committee and will continue to work in this capacity in the coming year.</li> <li>• <i>Support Unit Review</i> In spring and summer 2019, the OSL worked with the Office of Strategic Planning, Enrollment Management and Innovation to complete the office’s Support Unit Review (SUR). The SUR will be submitted by July, 2019.</li> </ul>
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