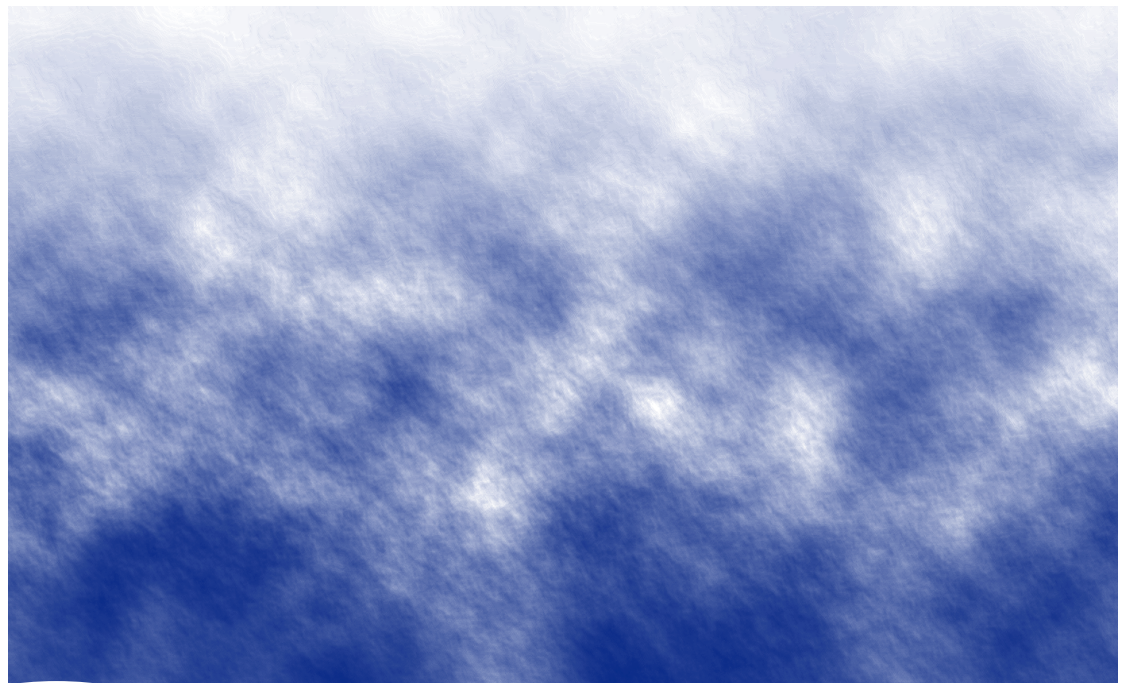


C O N N E C T I O N S

Infusing Service Learning Into Teacher Preparation

A Service-Learning Institute for
Faculty of the California State University

October 12-13, 2000 • Los Angeles, CA



Campus teams of CSU faculty from teacher preparation programs are invited to participate in an exciting and thought-provoking institute on service learning.

D A T E S

Institute begins Thursday, October 12 at 6:00 p.m.
Registration will take place from 5:00 p.m. to 6:00 p.m.
Institute concludes Friday, October 13 at 4:00 p.m.

I N S T I T U T E L O C A T I O N

Crowne Plaza Los Angeles Airport
5985 West Century Blvd.
Los Angeles, CA 90045-5463

OUR PURPOSE

As we enter the 21st century, the concept of service learning has become a recognized term in schools of teacher preparation, in departments of education, and within the prestigious journals that report on recommended educational practices. Service learning is a pedagogy that combines academic study and structured reflection with community service activity. Whatever your interest, experience, and responsibility with service learning at your university, this Institute provides a time for connections. This gathering of CSU education faculty will offer the opportunity to learn more about service learning, exchange ideas with colleagues, identify the myriad of resources available to you, examine concrete service-learning tools and models, and build a plan to infuse service learning into teacher education.

The Institute begins from a common understanding that service learning is a viable and valued teaching methodology. Our task at hand then is to examine how service learning as a pedagogy can effectively be infused into teacher education programs. During this Institute, we will consider:

- How can the practices and methodologies of service learning offer unique opportunities for pre-service teachers now and benefit their students once they have entered the profession formally?
- What can we learn from our colleagues who bring experience and knowledge from the field?

- With the research, resources and support systems provided, what are the steps our departments can take to integrate service learning into our teaching practices?

Your free resource materials will include:

- Five hundred copies per campus team of *The Service Learning Bookshelf—A Bibliography of Fiction & Nonfiction to Inspire Student Learning and Action*, thanks to a grant from the Corporation for National Service
- One copy per campus team of AAHE's monograph *Learning With the Community: Concepts and Models for Service-Learning in Teacher Education*
- A packet of resources for each team member about service learning

INSTITUTE CURRICULUM

This 1 1/2-day Institute will offer participants:

- An intensive program to deepen philosophical and operative knowledge of service learning
- Models for programmatic development
- Statewide and local networking opportunities
- Resources
- Time to develop an action plan

This Institute will be interactive and bring together a group of presenters and facilitators with a broad range of experience.

WHO WILL BE ATTENDING

This Institute is open to faculty from every California State University Teacher Preparation Program. Each campus is invited to send a team comprised of a minimum of two people and up to three people, and must include at least one tenured or tenure-track faculty member. One team member should be designated as the Team Leader. The Team Leader will be the contact person for all post-Institute activities and resources that are disseminated. Additional team members may be added for a fee of \$250.00, depending on available space. Team members **must** be able to attend the entire Institute, beginning on Thursday, October 12 at 6:00 p.m. through Friday, October 13 at 4:00 p.m.

We expect the attendees to arrive with varying knowledge about service learning, from the novice level to experienced. A short, informative article will be provided prior to the Institute to enable faculty who are new to service learning to arrive with an appropriate background.

INSTITUTE EXPECTATIONS

Pre-Institute Activities

- Each member of the team will complete the Participant Survey, which provides information about a member's knowledge and experience with service learning.
- The team will convene one time prior to the Institute to discuss what is currently happening with service learning on the campus.
- All teams members will be familiar with at least a basic understanding of service-learning pedagogy, after having read the pre-institute article.

Post-Institute Activities

- Team members share the developed action plan and ideas garnered from this Institute with other faculty and department chairs.
- Team members meet at least three times during the 2000-2001 academic year to work on the developed action plan.
- Team members distribute the *Service Learning Bookshelf* in meaningful and appropriate ways.

- Team members respond to a follow-up survey reviewing post-Institute progress and identifying next steps.

INSTITUTE COST

Participation in the Institute is free to each campus team of two to three individuals. This includes: all meals (Thursday dinner, Friday breakfast and lunch), overnight accommodations on Thursday, October 12 at the LAX Crowne Plaza, and all Institute materials, books, and resources. Participants need to pay for their own travel expenses and any hotel incidentals, such as phone charges and parking.

If additional team members have been approved (on a per space basis), the cost for each additional member is \$250 and they must pay for their travel. To request space for additional team members, please fill out a separate "Team Application" form and clearly label this form as "ADDITIONAL TEAM MEMBER REQUEST."

REQUEST FOR PARTICIPATION PROCEDURES

In order for a campus team to request participation in this Institute, please submit one team application and a participant survey for each team member, through the Office of the Dean of Education. The team application and three copies of the participant survey are included with this packet.

In order to facilitate all aspects of the Institute, your completed request for participation is due on Thursday, September 21. Please mail or fax so it arrives on September 21, to:

CSU Office of Chancellor
Office of Community Service Learning
401 Golden Shore, 6th Floor
Long Beach, CA 90802-4210
Phone: 562-951-4770
Fax: 562-951-4982

A confirmation letter will be faxed to the Team Leader upon receipt.

REGISTRATION

Registration will take place on Thursday, October 12 between 5:00 and 6:00 p.m. in SALON C at the Crowne Plaza. All participants must check in during this time.

HOTEL ACCOMMODATIONS

The Institute will take place at the Crowne Plaza Los Angeles Airport. Participants will have a room reserved for them at the Crowne Plaza the night of Thursday, October 12, 2000, unless otherwise noted on their participant survey. Participants will receive their hotel room confirmation number with their letter of confirmation to attend the Institute. PARTICIPANTS DO NOT HAVE TO MAKE RESERVATIONS AT THE CROWNE PLAZA. RESERVATIONS WILL AUTOMATICALLY BE MADE BASED ON YOUR PARTICIPANT SURVEY.

Crowne Plaza Los Angeles Airport
5985 West Century Blvd.
Los Angeles, CA 90045-5463
Phone: 310-642-7500
Fax: 310-417-3608
www.crowneplaza.com

DIRECTIONS

Air Travel

Participants flying into Los Angeles International Airport (LAX) can take the complimentary Crowne Plaza shuttle directly to the hotel. The shuttle runs every 15-20 minutes and can be picked up at the Green Shuttle Stop outside of baggage claim.

Travel via Car

From North: Follow the San Diego Freeway, 405, south to the Century Blvd. exit. Follow Century Blvd. west to the hotel. The hotel will be on your right. Self-parking is \$5 per day.

From South: Follow the San Diego Freeway, 405, north to the Century Blvd. exit. Follow Century Blvd. west to the hotel. The hotel will be on your right. Self-parking is \$5 per day.

INSTITUTE SPONSORS

This Service-Learning Institute is hosted by the California State University Chancellor's Office, Community Service Learning with the College of Education, San Jose State University; The Kellogg Learning in Deed Working Group; Service Learning 2000 Center; CalServe, California Department of Education; and *The Service Learning Bookshelf*.

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PARTICIPANT SURVEY

Please submit one per team member.

1. Team Member Name: _____
2. Team Member Title: _____
3. Courses you teach: _____

4. Describe your knowledge of, and experience with, service learning:

Level of knowledge: Beginning Intermediate Advanced

Level of experience: Beginning Intermediate Advanced

Service learning is currently infused in your college of education in the following ways (check all that apply):

- In the curriculum In methods classes
 In field practices In the undergraduate program
 Not infused In foundations courses

Have you attended other institutes, trainings or conferences on service learning? If so, please list (if there are many, two examples will be fine).

Do you have field sites in your K-12 partner schools where students observe service learning being implemented?

No Yes

5. To ensure your comfort, please check which of the following meet your dietary needs (check all that apply):

Chicken Fish Vegetarian Vegan

6. Hotel Accommodations

Yes, I would like a hotel room booked in my name for the night of Thursday, October 12, 2000. I prefer:

A non-smoking room

A smoking room

No, I do not need a hotel room for the night of Thursday, October 12, 2000.

***Please note that the institute activities will conclude at 9:30 p.m. on Thursday, October 12, and resume at 8:00 a.m. on Friday, October 13.*

7. If you have other special needs, please let us know.

We look forward to your participation

Fax this form, along with the Team Application, to 562-951-4982

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TEAM APPLICATION

Your completed request for participation, which includes this team application and a participant survey for each team member, must be received in the Chancellor's Office by 5:00 p.m. on Thursday, September 21, 2000.

CSU Campus: _____

(1) Team Leader (primary contact person):

Title/Department: _____

Campus Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

Check if tenured or on tenure-track

(2) Team Member:

Title/Department: _____

Campus Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

Check if tenured or on tenure-track

(3) Team Member:

Title/Department: _____

Campus Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

Check if tenured or on tenure-track

Authorization. Please have a signature of the Dean of the School of Education.

Printed name: _____ Title: _____

Signature: _____ Date: _____

Fax this form, along with the Participant Surveys, to 562-951-4982