

Sample Engaged Department Agenda

(From the May 2002 Engaged Department Institute, San Francisco, CA)

Tuesday, May 28, 2002

1:00 pm - 5:00 pm Service-Learning 101 Workshop (OPTIONAL SESSION)

Based on experience from previous Institutes, we strongly recommend that any team members who do not have a fairly high level of conceptual knowledge about service learning, or who may benefit from a refresher, attend the Service-Learning 101 Workshop. Feedback from past Institutes has revealed that community partners who attended the workshop found it extremely valuable in helping them translate academic language in a way that improves their understanding of campus culture and the educational goals of their campus partners.

5:30 pm – 7:00 pm Welcome Reception

During this reception, participants will have the opportunity to meet Institute facilitators and other team members and prepare for the next day's work.

Wednesday, May 29, 2002

9:00 am Introductions

9:30 am Institute Goals and Team Goal Setting

10:30 am Civic Engagement through Departmental Work

12:00 pm Lunch and Community Orienteering/Asset Mapping

2:00 – 5:00 pm Effective Departmental Collaboration: Design and Assessment

6:30 pm Dinner and Structured Group Discussions:
Department Chairs, Community Partners, Faculty Disciplinary Groups

Thursday, May 30, 2002

8:30 am Plenary Reports on Affinity Group Discussions

10:00 am Structured Team Work

11:30 am Addressing Challenges and Issues: Facilitator Feedback

12:00 pm Box Lunch

12:30 – 8:30 pm Team Planning: Designing the Department's Engaged Efforts

Friday, May 31, 2002

8:00 am Set-up for Team Poster Presentations

8:30 am Team Poster Presentations of Action Plans

10:00 am Feedback and General Discussion

11:30 am Written and Oral Evaluations of Institute

12:30 pm Box Lunches and Conclusion