Office of Community Engagement
University of Northern Iowa

Service-Learning & Engaged Department Institute Application

This year we are offering both a Service-Learning and an Engaged Department Institute all in one.

Complete and submit the application by 5:00 PM, Friday, April 10, 2026 to Dr. Julianne Gassman at gassman@uni.edu. Please direct questions to Dr. Julianne Gassman at 319-273-2204 or via email.

The Service-Learning Institute (SLI) is for individuals wanting to focus on incorporating service-learning activities into courses to align with course learning goals, enhance student growth and civic awareness, and strengthen our community. Participants will understand the pedagogy of service-learning and co-create a service-learning project for a course to be implemented in the 2026-2027 academic year. The SLI provides a path for connecting with others and enhances one's teaching, research, and service.

>   **Course Syllabus** - Faculty/instructors need to submit the most recent version of their course syllabus for the class they want to embed service-learning in.

The Engaged Department Institute (EDI) is designed for two to four faculty/instructors within the same academic department/program/unit to work together to advance community engagement and service-learning into the programmatic features of a department and the majors within that department. An engaged department embraces various approaches to community engagement and service-learning that include, but are not limited to, academic service-learning courses, community-based research studies, practicums, internships, capstone experiences, and student clubs and associations.

>   **Forming a Community Engaged Team**
>   Faculty/instructors from a department/academic program/major/unit will form a Community Engaged Team to lead this effort. A team will be comprised of a minimum of 2 faculty/staff; no more than 4 faculty/staff from the same departement/program/unit (exceptions approved by Julianne Gassman, based on funding).

>   **Assessment** - Prior to EDI, all department/program/unit/program faculty/staff meet to discuss *Assessment Rubric for Institutionalizing Community Engagement* in Higher Education. Note, while only 2-4 faculty/staff will participate in the EDI, the entire department/program/unit should agree that embedding engaged learning throughout a program is important and a goal for that department/program/unit.

Compensation
Faculty/instructor stipends: $500 per person
Community partner stipends: $250 per organization

Selection
The SLI/EDI planning team may schedule a 30 minute meeting with each applicant to discuss the application, goals, and possible community partners to invite to participate in the SLI/EDI.

Schedule - both days 8:30am - 4:30pm

Tuesday, May 26, 2026 - Day 1: This day will include a **community tour** for the purpose of centering community as we prepare to enhance individual classes and academic programs through service-learning and community engagement with the goal of creating mutually beneficial partnerships. The afternoon will focus on **service-learning pedagogy** including definitions, critical reflection and assessment.

Wednesday, May 27, 2026 - Day 2: Community partners will join for the purpose of co-creating service opportunities and projects that both advance the organization and enhance student learning. SLI individuals will partner with their community organization, and EDI groups will partner with their community organizations.

Are you an individual applying for the SLI or a group applying for the EDI?

_____ Service-Learning Institute (individuals); SLI applicants must include their course syllabus.

_____ Engaged Department Institute (groups of 2-4); EDI applicants must include the Assessment for Institutionalizing Community Engagement

Department/Program/Unit:	**College**

Applicate Name:	**PHONE:**

EMAIL:

EDI only: Additional participants

Name of Department Chair/supervisor supporting this application:

Name: _____ **Date:** _____

Please answer the following questions (headings & bullet points are acceptable):

1. Describe your interest in, and experience with service-learning, community based research, and/or co-curricular activities. Why are you, or your group, interested in participating in the SLI/EDI? Individuals should include the name course they are wanting to focus on and why.

Community Partners

2. List any **current** community partners. This can include those you have worked with in recent past and current projects and/or ongoing relationships.

3. Are there any community partners of which you don't have a relationship, that you're interested in connecting with?

4. Of the lists you provided in #2 and #3, **which community partner is most important to you** and would be most beneficial to join you for the SLI/ EDI on May 27th?

SLI applicants: Include your course syllabus with this application.
EDI applicants: The [Assessment for Institutionalizing Community Engagement](#) must also be submitted via Qualtrics for your application to be complete.