



Utah | **Campus Compact**

Request for Proposals:  
Annual Conference on Civic Engagement  
February 19-20, 2010

---

*The Sustaining Power of Community*

---

**Conference Focus:**

The Utah Campus Compact statewide Conference on Civic Engagement is an opportunity for faculty and staff to promote, learn, and share civic engagement strategies to prepare students for responsible citizenship. It offers a forum where best practices and research in service-learning partnerships, community service, and civic action can be shared and discussed. It also fosters opportunities for networking among peers and statewide leaders in the field of civic engagement.

**Participants:**

Each institution is invited to send a team of participants that are involved (or want to be involved) with civic engagement initiatives on their campus. Community partners and students are welcome to attend, especially as co-presenters, but they should be aware that most workshops will be aimed at faculty, staff, and administrators.

**Session Format:**

Each session will be in the form of a 60-minute workshop. It should be an interactive session with at least 10 minutes designated for Q&A.

**Timeline:**

Proposals will be accepted through **Tuesday, December 1, 2009**. Presenters will be notified of proposal acceptance by December 14.

**General Information:**

The 2010 conference will be held at the Board of Regents Office in Salt Lake City. It will begin with a networking lunch at 11:00 am on Friday, February 19 and conclude at noon on Saturday, February 20. Please see website for a more detailed agenda. Hotel information will be available in December.

**Conference Registration Fee:**

Registration is \$100 for attendees from non-Utah Campus Compact institutions and \$50 for attendees from member institutions. Presenters receive a \$25 discount on registration.

**RFP Criteria:**

The following criteria will be used to evaluate each proposal:

- Articulation of clear objectives for session participants
- Articulation of how you will present your initiative/model as one that other institutions can adopt
- Quality of active learning segment
- Overall contribution to the service-learning/civic engagement field

# Proposal Submission Form

DUE TUESDAY, DECEMBER 1, 2009

## Directions

- ✓ Complete this Proposal Submission Form. If you would like to propose more than one session, please complete a separate Proposal Submission Form for each session.
- ✓ Save your Proposal Submission Form in Microsoft Word using the lead presenter's last name (e.g., Smith\_Proposal.doc). If you are submitting more than one form, please number each (e.g., Smith\_Proposal\_1.doc and Smith\_Proposal\_2.doc).
- ✓ Submit your form(s) electronically by emailing the document to [bward@utahsbr.edu](mailto:bward@utahsbr.edu) by Tuesday, December 1.

## Lead Presenter Information

<b>Name:</b>		<b>Title/Position:</b>	
Brenda Marsteller Kowalewski		Community Involvement Center, co-director	
<b>Affiliation/Institution:</b>		<b>Address:</b> (Street, City, State, Zip)	
Weber State University		2113 University Circle, Ogden, UT 84414	
<b>Telephone:</b>	<b>Fax:</b>	<b>Email:</b>	
801-626-7737		bkowalewski@weber.edu	

## Co-presenter Information

Presenter #2	
<b>Name:</b>	<b>Title/Position:</b>
Carla Jones	Community Involvement Center, Office Specialist
<b>Affiliation/Institution:</b>	<b>Email:</b>
Weber State University	carlajones@weber.edu
Presenter #3	
<b>Name:</b>	<b>Title/Position:</b>
<b>Affiliation/Institution:</b>	<b>Email:</b>

## Presentation Title

Systematically Tracking and Reporting Service Hours for the Campus

**Abstract**

Provide a brief presentation abstract (100-300) words. Please state topic, theme, issue or subject matter, and succinctly describe the substance of the presentation. You should include ways conference attendees will gain knowledge and/or skills by participating in your session. (Abstract will be edited for inclusion in the program).

**Service centers on college campuses are often asked to report the number of students involved in community service or service-learning activities as well as report the number of hours these students have contributed to the community. Often times such requests come from the administration or are necessary for grant or award applications. How does the service center on your campus address such requests? Most centers are providing their best guess. Weber State University is trying to get a more accurate picture of the service hours students are completing. This session will provide participants with an understanding of the service hour tracking system WSU is employing to track student service hours. Both the advantages and pitfalls of employing such a system will be discussed. Participants will also be given the opportunity to share their experiences and ideas for tracking student service hours.**

**Target Audience**

Please indicate your primary audience by checking the appropriate boxes below.

<input type="checkbox"/>	Service-Learning Faculty/Staff	<input checked="" type="checkbox"/>	Campus Service Directors/Staff
<input type="checkbox"/>	Other Higher Education Faculty/Staff	<input checked="" type="checkbox"/>	Administrators
<input type="checkbox"/>	All Audiences	<input type="checkbox"/>	Other: _____

**Level**

<input checked="" type="checkbox"/>	Introductory	<input type="checkbox"/>	Advanced
<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	

**Presentation Style**

Please indicate the style in which you will present at your session.

<input checked="" type="checkbox"/>	Interactive Lecture	<input type="checkbox"/>	Panel
-------------------------------------	---------------------	--------------------------	-------

	Facilitated Discussion		Other:	
--	------------------------	--	--------	--

**Audio/Visual Request**

Please indicate your anticipated A/V needs below.

<input checked="" type="checkbox"/>	LCD projector (includes screen)	<input checked="" type="checkbox"/>	Laptop
<input checked="" type="checkbox"/>	Internet Access		Flipchart and markers
	Other:		

**Submit proposal to:**

**Betsy Ward**

**bward@utahsbr.edu**

**Due by Tuesday, December 1, 2009**

Board of Regents – The Gateway  
60 South 400 West  
Salt Lake City, Utah 84101

801-366-8495 Phone  
801-366-8490 Fax