

COMMUNITY SCHOLARS PROGRAM
PSC 4033
Fall 2007

Professor Margaret Ellis
205 Dale Hall Tower
Office Phone: 325-5019
E-mail: ougovt@yahoo.com
ellisme@ou.edu

Friday 1:30 - 4:00
Monnet Hall, Room 101
Office Hours: 2:30 - 4:00 on
Tuesday and Thursday
and by appointment

Course Objective

This is a service-learning course through which students become participants in community activities and organizations designed to address community needs while developing their abilities for critical thinking, group problem-solving, and the skills required for effective civic engagement. The objective of the course is to combine community service and academic learning to examine the manner in which local and state government agencies work along side community organizations, mainly nonprofit organizations, to meet the needs of their community. In this endeavor, we will address three broad topics: (1) analysis of the current conditions (needs, services, resources, etc.) within the community; (2) identification and development of community connections necessary to meet these opportunities and challenges; and (3) communication of observations and proposed solutions to enhance the leadership, governance, and civic participation of the community.

In addition to the professional experience each student can derive from this course, one of the main benefits of service-learning is the opportunity to acquire and practice new skills common to public service. Students are placed in positions which will require research on new projects, the development of new guidelines for volunteers and/or employees, assisting in the design of brochures, pamphlets and manuals, communication with board members and clients, compilation of data and statistical information, participation in fund raising campaigns, and presentation of reports to community and city government agencies.

Political Science majors and minors can also enroll in PSC 3910, Government Internships) for three additional hours. Registration in this course requires the completion of an application, along with the signature of the internship provider and the faculty sponsor. Permission to enroll in the class must be given by the instructor. Requirements for PSC 3910 include 150 hours of service in the internship during the semester and the submission of two written assignments, a 4-5 page discussion of the internship experience and a 10-11 page research paper on a topic related to your internship field. The grading for PSC 3910 is Satisfactory or Unsatisfactory. (A normal grading scale is used for PSC 4033, Community Scholars.)

Texts

Required

Gertson, Larry N. 2002. Public Policymaking in a Democratic Society. Armonk, NY: M.E. Sharpe.
Putman, Robert, and Lewis M. Feldstein. 2003. Better Together: Restoring the American Community
New York, NY: Simon and Schuster Publishers.
Zukin, Cliff, et al., 2006. A New Engagement: Political Participation, Civic Life and the Changing
American Citizen. New York, NY: Oxford University Press.
Course Packet at Crimson and Creme in the Oklahoma Memorial Union.

Recommended

Ashworth, Kenneth. 2001. Caught Between the Dog and the Fireplug or How to Survive Public
Service. Washington, DC: Georgetown University Press.
Brown, Melody and J. Blake Scott. 2003. Service-Learning in Technical and Professional
Communication. New York, NY: Longman Publishing.
Boyte, Harry C. 2004. Everyday Politics: Reconnecting Citizens and Public Life. Philadelphia, PA:
University of Pennsylvania Press.
Dionne, E.J., Jr., Kayla Meltzer Drogosz, and Robert E. Litan. 2003. United We Serve: National
Service and the Future of Citizenship. Washington, DC: The Brookings Institute.
Putman, Robert D. 2000. Bowling Alone. New York, NY: Simon & Schuster Publishers.
Skocpol, Theda and Morris P. Fiorina. 1999. Civic Engagement in American Democracy.
Washington, DC: Brookings Institution Press.

Course Requirements

Attendance/Participation

In addition to working approximately twenty hours per week in his/her placement, each student will attend class at the designated time every week. This class will operate principally in a seminar format of critical discussion of each of the three basic topics identified for the course: community assessment, opportunity/challenges recognition, and utilization of appropriate connections between civic organizations and state and local government entities. The synthesis of practical experience and academic research is essential to understanding how communities can best establish working relationships with both nonprofit organizations and those in governance. Periodically, the class will have guest speakers from the community to help bring together the actual work being done in communities with the theoretical work we read and discuss.

Each student is expected to complete the reading assignment prior to class and be prepared for class discussion. Each student should be prepared to lead the seminar discussion once during our class meetings, and to share experiences in their placement which reflect some aspect of the material being discussed. Two or more absences from class will be reflected in the final grade.

Written Assignments

There are a number of short writing assignments in this course and one formal paper. All assignments except the journal should be typed and are due on the date given in the class schedule..

The first is a report (**Placement Expectations and Goals**) on the organization to which you have been assigned, not less than two and no more than four pages in length and your expectations and goals for this placement. This paper should reflect your understanding of your duties and the essential operation and mission of the organization. During the first class, we will work on developing individual service learning goals to structure your approach to your placement and the assimilation of your academic knowledge to future civic engagement. This paper will be due on Friday, September 7, 2007.

Second, each student should keep a journal (**Journal**) of your experience during the time you are working with your organization. One of the greatest benefits of service-learning is the individual self-recognition of the achievements you have had during this time. The journal does not need to be typed, but should be legible and will not be shared with anyone other than myself. Please feel free to include suggestions for future courses like this one. The journal is due on the next to last class meeting (Friday, November 30, 2007) and will be returned to you when you submit your final paper.

Third, each student will prepare a short, written summary (**Reading Summaries**) of each of the assigned reading materials to facilitate class discussion. These summaries should be a minimum of two pages (summaries for readings from the course packet can be one page) and will be turned in during the class in which the material is discussed. See the tentative class schedule for these dates.

Fourth, a final report (**Service Learning Goals**) on your placement detailing your experience and what learning goals you have achieved through this placement and class. This should be a minimum of two pages and is due on the last day of class, December 7, 2007..

The formal writing assignment is an analysis of the institution in which your were placed and your recommendation for future endeavors of this organization (**Placement Report**). This should include management, leadership, funding, and goals, along with any other areas which you deem appropriate. This paper will be shared with your site supervisor and you should feel open to make useful and appropriate suggestions. The paper should be no more than eight pages in length and meet academic standards for any 4000 level course in this university. These standards are listed on the online course page in Desire to Learn (D2L). This paper is due on the last day of class for the semester.

Exams

This course does not have a mid-term, but the formal writing assignment (Placement Report) is the final exam. As such, this assignment must be turned in no later than the last day of finals, Friday, December 14, 2007 but can be turned in anytime starting Friday, December 7, 2007.

Grades

Grades will be based on the following:

Writing Assignments

Placement Expectations	10%
Service Learning Goals	10%
Reading Summaries	10%
Journal	10%
Placement Report	20%

Evaluation	20%	(Site supervisor assessment of your placement)
Class Participation	10%	
Meeting Attendance	10%	

The grading scale for this course is: 90-100% = A; 89-80% = B; 79-70% = C;
69-60% = D; below 60% = F.

Accommodation Policy

Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me personally as soon as possible so we can discuss accommodations necessary to ensure full participation and facilitate your education opportunities.

Assistance and/or Consultation with the Instructor

The best way to contact me or is through e-mail, preferably at the ougovt@yahoo.com address. You should also feel free to telephone or come by during office hours.

I will be available between 2:30 and 4:00 pm on Tuesdays and Thursdays, and by appointment on other days to discuss any questions that you may have during the semester. Students should not hesitate to arrange to meet with me at a mutually convenient time. You are responsible for any material, assignments, schedule changes, etc., which are announced in class or on the learn.ou.edu class account, even if you are absent when such announcements are made. Cheating in any form, including plagiarism, will be penalized; you will be dismissed from class and be given an *F* and/or be referred to appropriate university officials for discipline. If you are having difficulty with the course work, get help early. I want to help make this a good learning experience and will assist you in any way I can to achieve that goal.

Tentative Class Schedule
PSC 4033 - Fall 2006

- August 24 Meet in 101 Monnet Hall, Carl Albert Center - Introduction and assignment of placements Discussion of placement expectations and goal setting. (Class will probably not end early.)
- August 31 No class - I will be in Chicago, attending the American Political Science Association Annual Meeting. Spend time organizing your time for your placement and preparing the first paper describing your placement expectations and goals.*
- Sept 7 Norman Mayor Cindy Rosenthal
Overview of Norman as a Community
Discuss Chapters 1 thru 3 of A New Engagement
Placement Expectations and Goals Paper due
- Sept 14 Seminar Discussion
Discuss Chapter 4 thru 7 of A New Engagement
Reading Summary for A New Engagement due
- Sept 21 Seminar Discussion
Discuss Readings 1 thru 4 (also Reading A)
Summaries of Readings 1 thru 4 due
- Oct 5 No Class (University Holiday)*
- Oct 12 Linda Price, Norman Community Develop
Block Grants for Nonprofit Organizations
Discuss Readings 5 & 6
Summaries of Reading 5 & 6 due
- Oct 19 Ann Way, Director of The Sarkeys Foundation
Private Support for Nonprofit Organizations
Discuss Reading 7
Summary of Reading 7 due
- Oct 26 Seminar Discussion
Discuss Chapters 1 thru 3 of Public Policymaking in a Democratic Society
- Nov 2 Seminar Discussion
Discuss Chapters 4 thru 7 of Public Policymaking in a Democratic Society
Reading Summary of Public Policymaking in a Democratic Society due

- Nov 9 Seminar Discussion
Presentations from Better Together
A closer look at Norman and what might work here
Summaries for those presenting in this class due with copies for class
- Nov 16 *No Class - Oklahoma Statehood Day*
- Nov 24 *No class - Thanksgiving Holiday*
- Nov 30 Seminar Discussion
Presentations from Better Together
Recommendations for Norman and your placement organization
Summaries for those presenting in this class due with copies for class
- Dec 7 Conclusion - How can community organizations and state and local government work together to establish policies to benefit their communities?
Personal Journals Due
Service Learning Goals Paper Due
- Dec 14 **Final Paper Due (Placement Report)** - Paper on the interaction between community organizations (NPOs) and government, using your placement as an example. Be sure to include your observations and recommendations.
All PSC 3910 papers due.