Tools for Data Collection of Civic Engagement in TNCC

2009-2010

The TNCC has modified its process for collecting data on Civic Engagement in TN. We are now implementing a one-time data collection process, utilizing the National Campus Compact Survey.

Please use this information as a resource as you are preparing for the data collection of the 2009-2010 academic year. We have broken down the specific areas of the survey and have provided guidance as to where to attain relevant and correct information for each section.

For assistance, please contact:

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Survey Dates and Deadlines

Monday, September 27th online survey launches; national office invites all members to participate via email

Monday, October 4th - Monday, November 29th weekly Monday reminders to state Campus Compact staff via CClist re: campus completions to date; ongoing communication and encouragement from state Campus Compact staff to members

Wednesday, December 1st final reminder to all members via email

Friday, December 3rd online survey closes after 10 weeks

Friday, January 7th national results summary report complete

Monday, January 10th - Friday, January 24th state results reports complete and distributed to individual states
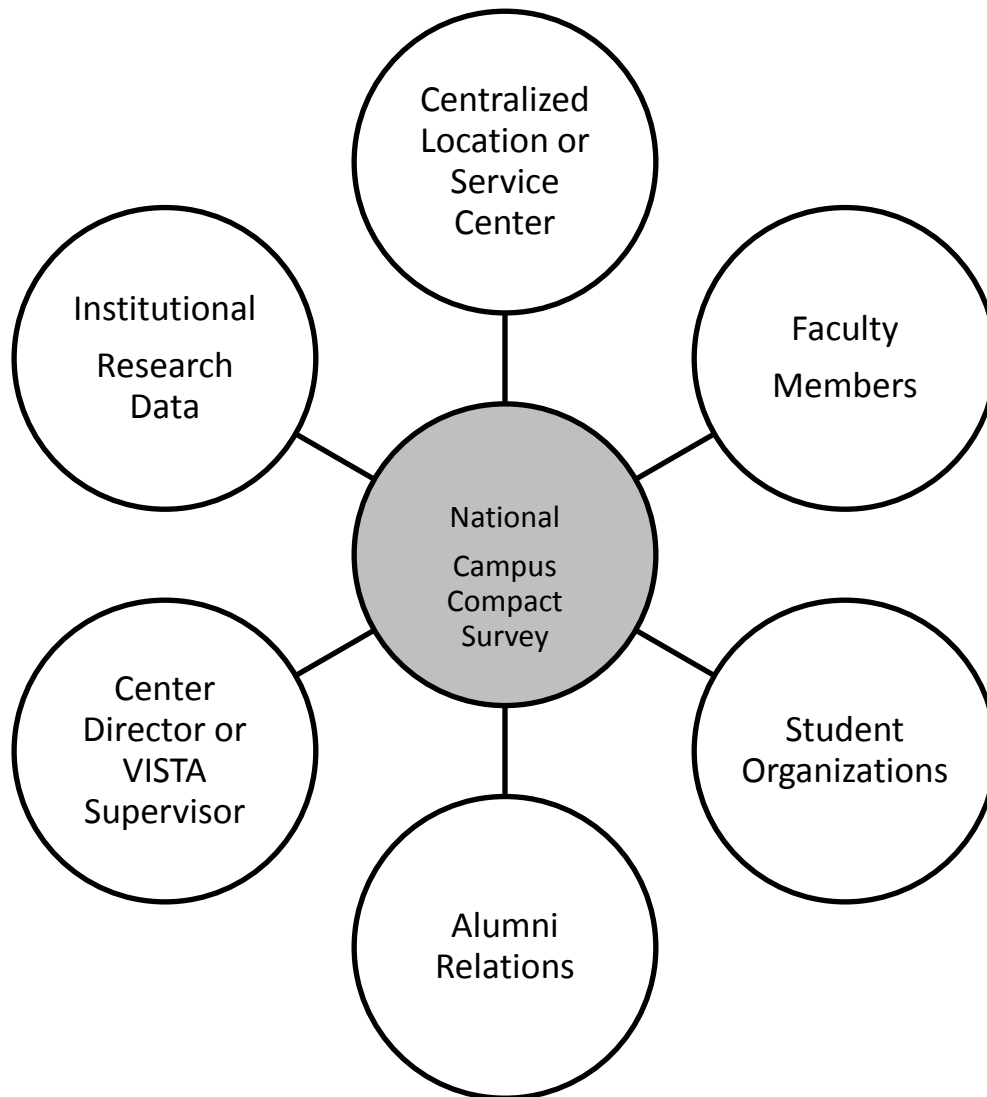
Other Important Deadlines to take note of:

- President's Honor Roll- Call for data sometime in late September/early October.
- Earnest A Lynton Award- Call for data sometime in late May.
- Thomas Ehrlich Engaged Faculty Award- Call for data sometime in February.
- THEC Harold Love Award- Call for data sometime in February.
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*This information is provided so you can plan ahead and collect the data needed to nominate and apply for these awards during this process.

Contents
1. Breakdown of areas to collect data on your campus
2. Survey questions pertaining to each area
3. Sample of the actual National Campus Compact 2010 Survey
4. Helpful hints to work through the institutional system

Where do we find the Data?

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                        ┌──────────────┐
                        │  Centralized │
                        │  Location or │
                        │   Service    │
                        │    Center    │
                        └──────────────┘
   ┌──────────────┐                      ┌──────────────┐
   │ Institutional│                      │   Faculty    │
   │   Research   │                      │   Members    │
   │     Data     │                      │              │
   └──────────────┘      ┌─────────┐     └──────────────┘
                         │ National│
                         │ Campus  │
                         │ Compact │
                         │ Survey  │
   ┌──────────────┐      └─────────┘     ┌──────────────┐
   │    Center    │                      │   Student    │
   │  Director or │                      │Organizations │
   │    VISTA     │                      │              │
   │  Supervisor  │                      └──────────────┘
   └──────────────┘
                        ┌──────────────┐
                        │    Alumni    │
                        │   Relations  │
                        └──────────────┘
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There are 6 entities in your institution where the NCC survey requested information can be obtained to attain information in order to complete the current version of the NCC survey. We have broken down the survey in the following pages for each area/entity on your campus that you will need to collect data from. We suggest that you build online forms for the survey sections, to then send to a contact in each area to gather needed information. Dr. Ennis and Alex Lisic will be able to assist your VISTAs in building these online surveys using Google Documents, a free survey program that imports the results into an easy readable excel spreadsheet. Please see the following sections to address to attain relevant and correct information to fill out the NCC survey. The NCC survey link will be sent to your institution via the TNCC point of contact. We are suggesting that all VISTAs, if applicable, work to collect the data and sustain this process on your campus.

Centralized Location or Service Center

The following questions in the survey pertain directly to the Centralized Location or Service Center. The number of students, staff, and service hours should be tracked and counted via the center. This can be done be keeping a spreadsheet on projects organized through your center. Use the following information as a guide to track this information:

- During the 2008-2009 academic year, how many students (number of students) were involved in: community service/civic engagement activities?
- How many Service Hours did each project complete/how many total hours of service did the center projects accomplish?
- Be prepared to describe exemplary projects (You will need to use this information on awards applications).
- Which areas of emphasis did these projects address:

Which of the following issue areas are addressed by community service, service-learning and/or civic engagement projects? (Check all that apply).

1. Access and success in higher education (eg. retention)
2. Agriculture/nutrition
3. Animal welfare
4. Civil rights/human rights
5. Conflict resolution
6. Crime/criminal justice
7. Disability issues
8. Disaster preparedness
9. Economic development
10. Environment/sustainability issues
11. Global citizenship
12. Health care, general
13. HIV/AIDS
14. Housing/homelessness
15. Hunger
16. Immigrants/migrant workers rights
17. International issues
18. Legal aid
19. Mental health
20. Mentoring
21. Multicultural/diversity issues
22. Parenting/child
23. Poverty issues
24. Public arts/theater
25. Reading/writing
26. Senior/elder services
27. Sexual assault
28. Substance abuse
29. Technology
30. Tutoring
31. Urban environment
32. Voting
33. Women's issues
34. Other (specify): _____

Faculty Members

The following questions in the survey pertain directly to Faculty Members and their courses. The number of students, and faculty service-learning hours should be tracked and counted via a survey to your campus faculty members. You can build a contact list of all the departmental chairs and directors, and send them the link to your data collection tool (online survey built in Google documents) and thus, the Chairs can then send the link to their prospective faculty members in their department. Use the following information as a guide to track this information and build your collection tool:

- During the 2008-2009 academic year, how many students were involved in: academic service-learning?
- How many Service Hours did each service-learning project complete/how many total hours of service-learning did the course assignment accomplish?
- Calculate the number of academic service-learning courses taught during 2009-2010.
- Calculate the number of faculty teaching service-learning courses during 2009-2010.
- Ask them to describe exemplary projects (You will need to use this information on awards applications).
- Which areas of emphasis did these projects address:

Which of the following issue areas are addressed by community service, service-learning and/or civic engagement projects? (Check all that apply).

1. Access and success in higher education (eg. retention)
2. Agriculture/nutrition
3. Animal welfare
4. Civil rights/human rights
5. Conflict resolution
6. Crime/criminal justice
7. Disability issues
8. Disaster preparedness
9. Economic development
10. Environment/sustainability issues
11. Global citizenship
12. Health care, general
13. HIV/AIDS
14. Housing/homelessness
15. Hunger
16. Immigrants/migrant workers rights
17. International issues
18. Legal aid
19. Mental health
20. Mentoring
21. Multicultural/diversity issues
22. Parenting/child
23. Poverty issues
24. Public arts/theater
25. Reading/writing
26. Senior/elder services
27. Sexual assault
28. Substance abuse
29. Technology
30. Tutoring
31. Urban environment
32. Voting
33. Women's issues
34. Other (specify): _____

Student Organizations

The following questions in the survey pertain directly to Student Organizations. The number of student organization members, and student member service hours should be tracked and counted via a survey to your faculty/staff advisors to the student organizations. A contact list for these advisors can usually be obtained through student affairs, thus, you can send the link to your collection tool via this list. Use the following information as a guide to track this information and build your collection tool:

- During the 2008-2009 academic year, how many students (number of students) were involved in: community service/civic engagement activities?
- How many Service Hours did each project complete/how many total hours of service did the projects accomplish?
- Ask them to describe exemplary projects (You will need to use this information on awards applications).
- Which areas of emphasis did these projects address:

Which of the following issue areas are addressed by community service, service-learning and/or civic engagement projects? (Check all that apply).

1. Access and success in higher education (eg. retention)
2. Agriculture/nutrition
3. Animal welfare
4. Civil rights/human rights
5. Conflict resolution
6. Crime/criminal justice
7. Disability issues
8. Disaster preparedness
9. Economic development
10. Environment/sustainability issues
11. Global citizenship
12. Health care, general
13. HIV/AIDS
14. Housing/homelessness
15. Hunger
16. Immigrants/migrant workers rights
17. International issues
18. Legal aid
19. Mental health
20. Mentoring
21. Multicultural/diversity issues
22. Parenting/child
23. Poverty issues
24. Public arts/theater
25. Reading/writing
26. Senior/elder services
27. Sexual assault
28. Substance abuse
29. Technology
30. Tutoring
31. Urban environment
32. Voting
33. Women's issues
34. Other (specify): _____

Alumni Relations

The following questions in the survey pertain directly to Alumni Relations.

The amount of alumni service involvement should be tracked and counted via a survey or conversation with your Alumni Relations Director. Use the following information as a guide to track and discuss this information:

- How does your institution engage alumni in community service or civic engagement activities? (Check all that apply.)
1. Communicates service opportunities to alumni
2. Coordinates day of service or service weekend activities for alumni
3. Gives awards to alumni for service
4. Recognizes alumni for service in publications
5. Cultivates alumni donors to support service activities

- Number of alumni who have entered public service careers (e.g., Government, Nonprofit, International, Education, etc.): _____

- Number of alumni who have entered the following national service programs:
AmeriCorps: _____
AmeriCorps*VISTA: _____
AmeriCorps*NCCC: _____
Peace Corps: _____
Senior Corps: _____
Teach for America: _____

- Which programs does your campus offer to alumni entering public service careers? (Check all that apply.)
1. Student loan forgiveness
2. Student loan deferment

Center Director or VISTA Supervisor

The following questions in the survey pertain directly to the Center Director or VISTA Supervisor.

- Survey respondent information (contact information).

- Does your institution track student participation in community service/civic engagement activities separately from or together with student participation in service-learning, or neither?
  a) Separately   b) Together   c) We do not track either
  (Note: You will be able to report your numbers using these options. We suggest collecting the information separately via the suggestions in this information assessment packet.)

- Current full-time equivalent (FTE) staff supporting community service, academic service-learning and/or civic engagement:

- In what ways does your institution foster or support student community service, academic service-learning and/or civic engagement? (Be prepared to Check all that apply.)

1. Designates a period of time (e.g., day of service, service week, etc.) to highlight student civic engagement and/or service activities
2. Manages liability associated with service placements
3. Provides/coordinates transportation to and from community sites
4. Considers service formally in admissions process
5. Considers service in awarding scholarships
6. Defines and identifies academic service-learning courses
7. Requires academic service-learning as part of core curriculum in at least one major
8. Offers community service/civic engagement major and/or minor
9. Offers courses on volunteerism
10. Offers courses on activism/advocacy
11. Designates academic service-learning courses in the course guide
12. Records service on student transcripts
13. Gives extra credit for community service/civic engagement participation
14. Requires service for graduation
15. Gives awards to students for service
16. Offers mini-grants to students for service-related initiatives
17. Provides funding (e.g., scholarships, grants, fellowships, education awards, etc.) for student community service, academic service-learning and/or civic engagement efforts
18. Hosts and/or funds public dialogues on current issues
19. Provides physical space/communication mechanisms for peaceful student protest
20. Provides space for student political organizations on campus
21. Other (specify): _____

- Does your campus have one or more office/center dedicated to coordinating service, service-learning, and/or civic engagement activities and programs?

- If your campus has **more than one** office/center, please indicate how many: _____

(We understand that many of our member campuses have multiple offices that coordinate civic engagement-related programs and activities. PLEASE ANSWER THE FOLLOWING QUESTIONS FOR THE OFFICE WITH WHICH YOU ARE MOST AFFILIATED.)

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- Does your office/center have a full time staff member dedicated to directing service, service-learning, and/or civic engagement activities and programs?
1. Yes
2. No

- What is the name of your office/center or department? (e.g., Center for Community Engagement, Office of Service-Learning, etc.)

- What is the total annual budget for the office/center?
1. Under $20,000
2. $20,000-49,999
3. $50,000-99,999
4. $100,000-249,999
5. $250,000+

- What are the responsibilities of your office/center? (Check all that apply.)
1. Community service
2. Service-learning
3. Civic engagement
4. Community work study
5. Internships
6. Student leadership development
7. Experiential learning
8. Community partnership development
9. Federal programming, ie. AmericaReads, AmericaCounts

- What department does your office/center report to?
1. Student Affairs
2. Academic Affairs
3. BOTH Student Affairs and Academic Affairs
4. President's Office
5. Other

- Where is your office/center located?
1. Whole office/center on-campus
2. Whole office/center off-campus
3. Office/center staff both on- and off-campus

- What is the best category for your job title?
1. Director
2. Associate/Assistant Director
3. Program Manager/Coordinator
4. Administrative/Staff Assistant
5. VISTA

- How many years in your current position? _____

- How many years at your college/university? _____

- What is your annual salary? _____

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- What is your education level?
1. High School diploma/equivalent
2. Associate's Degree
3. Bachelor's Degree
4. Master's Degree
5. Ph.D./equivalent
6. Professional Degree (i.e. JD, MD, MBA, etc.)

- What is the minimum degree required for your position?
1. High School diploma/equivalent
2. Associate's Degree
3. Bachelor's Degree
4. Master's Degree
5. Ph.D./equivalent
6. Professional Degree (i.e. JD, MD, MBA, etc.)

- Are you:
1. Full-time
2. Part-time

The following questions are concerning FACULTY ROLES AND REWARDS on your campus.

- Does your institution reward community-based research, community engagement and/or academic service-learning in faculty review, tenure, and promotion?
1. Yes
2. No

- In what ways does your institution support faculty involvement in civic engagement programs and teaching academic service-learning courses? (Check all that apply.)
   1. Gives awards for faculty
   2. Provides faculty development workshops/fellowships
   3. Provides service-learning and community orientation in faculty orientation
   4. Provides faculty with grants to support curriculum redesign
   5. Provides curriculum models and sample syllabi
   6. Provides materials to assist faculty in reflection and assessment
   7. Allows sabbaticals for service-learning research, scholarship, and program development
   8. Faculty encouraged and supported financially to attend and present at service-learning conferences
   9. Other (specify): _____

- Is there a faculty governance committee with responsibilities for community engagement?
1. Yes
2. No

- Do search/recruitment policies encourage the hiring of faculty with expertise in and commitment to community engagement?
1. Yes
2. No

The following questions are concerning Survey Information pertaining to your institution's affiliation with the TNCC CAMPUS COMPACT MEMBERSHIP.

- How would you rate the level of satisfaction with the services and resources your institution has received from Campus Compact (state and national offices)?
1. Extremely satisfied

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2. Very satisfied
3. Moderately satisfied
4. Not at all satisfied

- Please be prepared indicate how valuable the following state and national Campus Compact programs and services are to you and your campus.

VERY VALUABLE, SOMEWHAT VALUABLE, NOT VALUABLE, DON'T KNOW/NOT SURE

1.	AmeriCorps*VISTA program	14.	Networking opportunities
2.	Annual membership survey statistics	15.	Policy information
		16.	Professional Development Institute
3.	Campus Compact website	17.	Publications
4.	State Campus Compact website	18.	Resource materials/support
5.	*Compact Current* Newsletter		
6.	State Campus Compact newsletter	19.	Service-learning syllabi
7.	Compact-sponsored conferences/workshops	20.	State Campus Compact listserv news and information
8.	Consulting Corps program	21.	State recognition programs
9.	Development of presidential leadership	22.	State student programming
10.	Faculty development	23.	Sub-grants
11.	Frank Newman Leadership Award	24.	Technical support/training
12.	Legislative updates	25.	Thomas Ehrlich Faculty Award for Service-Learning
13.	Model program information		

- Are there other services and resources provided by Campus Compact (state and/or national offices) that you and/or your campus find valuable? _____

- Did you have the necessary resources available to you to complete all questions in this survey on behalf of your institution?
  1. Yes
  2. No

- Which question was most difficult to answer, and why? _____

- How will you and/or others at your institution use the information gathered for this survey? (Check all that apply.)
1. Share with relevant contacts on campus
2. Share with relevant contacts in the community
3. Share with current and/or prospective donors
4. Share with prospective students
5. Share with current students
6. Share with alumni
7. Use to complete the application for the Elective Carnegie Classification on Community Engagement
8. Use to complete the application for the President's Higher Education Community Service Honor Roll
9. Use to inform strategic planning
10. Use to inform accreditation

Institutional Research Data

The following questions in the survey pertain directly to Institutional Research Data.

- Which best characterizes your college or university? (Check one.)
1. Public two-year
2. Private two-year
3. Public four-year
4. Private four-year

- What other characteristics apply to your college or university? (Check all that apply.)
1. Business
2. Community College
3. Faith-based
4. Historically Black College/University
5. Land Grant
6. Liberal Arts
7. Minority-serving
8. Professional
9. Research/Comprehensive
10. Technical
11. Tribal

- Current full-time equivalent (FTE) undergraduate enrollment

- Current full-time equivalent (FTE) graduate enrollment

- Current full-time equivalent (FTE) faculty

Note: These are the actual survey questions that you will receive from the National Campus Compact. You should plan ahead and prepare this data before you fill out the ONLINE SURVEY from the National Campus Compact.

2010 Campus Compact Membership Survey Questions
SAMPLE
<u>FOR INTERNAL USE ONLY</u>

RESPONDENT INFORMATION

Name
Title
Department
Institution
Address
City
State
Email

INSTITUTIONAL INFORMATION

Which best characterizes your college or university? (Check one.)
5. Public two-year
6. Private two-year
7. Public four-year
8. Private four-year

What other characteristics apply to your college or university? (Check all that apply.)
12. Business
13. Community College
14. Faith-based
15. Historically Black College/University
16. Land Grant
17. Liberal Arts
18. Minority-serving
19. Professional
20. Research/Comprehensive
21. Technical
22. Tribal

Current full-time equivalent (FTE) undergraduate enrollment: _____

Current full-time equivalent (FTE) graduate enrollment: _____

Current full-time equivalent (FTE) faculty: _____

COMMUNITY SERVICE/SERVICE-LEARNING/CIVIC ENGAGEMENT ON CAMPUS

Does your institution track student participation in community service/civic engagement activities separately from or together with student participation in service-learning, or neither?
a) Separately   b) Together   c) We do not track either

a) During the 2009-2010 academic year, how many students were involved in:
- community service/civic engagement activities? _____
- academic service-learning?   _____
= Total calculated automatically for those who track separately

b) During the 2008-2009 academic year, how many students were involved in community service, service-learning and civic engagement activities? _____

c) In your best estimate, how many students were involved in community service, service-learning and civic engagement activities? _____

On average, how many hours per week did each student participate in community service, service-learning and civic engagement activities during the 2008-2009 academic year? (Include community service and service connected to academic courses.) _____

How many academic service-learning courses did your institution offer in the 2008-2009 academic year? _____

How many faculty taught an academic service-learning course in the 2008-2009 academic year? _____

Current full-time equivalent (FTE) staff supporting community service, academic service-learning and/or civic engagement: _____

Which of the following issue areas are addressed by community service, service-learning and/or civic engagement projects? (Check all that apply).

35. Access and success in higher education (eg. retention)
36. Agriculture/nutrition
37. Animal welfare
38. Civil rights/human rights
39. Conflict resolution
40. Crime/criminal justice
41. Disability issues
42. Disaster preparedness
43. Economic development
44. Environment/sustainability issues
45. Global citizenship
46. Health care, general
47. HIV/AIDS
48. Housing/homelessness
49. Hunger
50. Immigrants/migrant workers rights
51. International issues
52. Legal aid
53. Mental health

54. Mentoring
55. Multicultural/diversity issues
56. Parenting/child
57. Poverty issues
58. Public arts/theater
59. Reading/writing
60. Senior/elder services
61. Sexual assault
62. Substance abuse
63. Technology
64. Tutoring
65. Urban environment
66. Voting
67. Women's issues
68. Other (specify): _____

INFRASTRUCTURE

In what ways does your institution foster or support student community service, academic service-learning and/or civic engagement? (Check all that apply.)

22. Designates a period of time (e.g., day of service, service week, etc.) to highlight student civic engagement and/or service activities
23. Manages liability associated with service placements
24. Provides/coordinates transportation to and from community sites
25. Considers service formally in admissions process
26. Considers service in awarding scholarships
27. Defines and identifies academic service-learning courses
28. Requires academic service-learning as part of core curriculum in at least one major
29. Offers community service/civic engagement major and/or minor
30. Offers courses on volunteerism
31. Offers courses on activism/advocacy
32. Designates academic service-learning courses in the course guide
33. Records service on student transcripts
34. Gives extra credit for community service/civic engagement participation
35. Requires service for graduation
36. Gives awards to students for service
37. Offers mini-grants to students for service-related initiatives
38. Provides funding (e.g., scholarships, grants, fellowships, education awards, etc.) for student community service, academic service-learning and/or civic engagement efforts
39. Hosts and/or funds public dialogues on current issues
40. Provides physical space/communication mechanisms for peaceful student protest
41. Provides space for student political organizations on campus
42. Other (specify): _____

Does your campus have one or more office/center dedicated to coordinating service, service-learning, and/or civic engagement activities and programs?
1. Yes

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    2. No

If your campus has **more than one** office/center, please indicate how many: _____

(We understand that many of our member campuses have multiple offices that coordinate civic engagement-related programs and activities. PLEASE ANSWER THE FOLLOWING QUESTIONS FOR THE OFFICE WITH WHICH YOU ARE MOST AFFILIATED.)

Does your office/center have a full time staff member dedicated to directing service, service-learning, and/or civic engagement activities and programs?
    3. Yes
    4. No

What is the name of your office/center or department? (e.g., Center for Community Engagement, Office of Service-Learning, etc.)

What is the total annual budget for the office/center?
    6. Under $20,000
    7. $20,000-49,999
    8. $50,000-99,999
    9. $100,000-249,999
    10. $250,000+

What are the responsibilities of your office/center? (Check all that apply.)
    10. Community service
    11. Service-learning
    12. Civic engagement
    13. Community work study
    14. Internships
    15. Student leadership development
    16. Experiential learning
    17. Community partnership development
    18. Federal programming, ie. AmericaReads, AmericaCounts

What department does your office/center report to?
    6. Student Affairs
    7. Academic Affairs
    8. BOTH Student Affairs and Academic Affairs
    9. President's Office
    10. Other

Where is your office/center located?
    4. Whole office/center on-campus
    5. Whole office/center off-campus
    6. Office/center staff both on- and off-campus

What is the best category for your job title?
    6. Director

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7. Associate/Assistant Director
8. Program Manager/Coordinator
9. Administrative/Staff Assistant
10. VISTA

How many years in your current position? _____

How many years at your college/university? _____

What is your annual salary? _____

What is your education level?
7. High School diploma/equivalent
8. Associate's Degree
9. Bachelor's Degree
10. Master's Degree
11. Ph.D./equivalent
12. Professional Degree (i.e. JD, MD, MBA, etc.)

What is the minimum degree required for your position?
7. High School diploma/equivalent
8. Associate's Degree
9. Bachelor's Degree
10. Master's Degree
11. Ph.D./equivalent
12. Professional Degree (i.e. JD, MD, MBA, etc.)

Are you:
3. Full-time
4. Part-time

FACULTY ROLES AND REWARDS

Does your institution reward community-based research, community engagement and/or academic service-learning in faculty review, tenure, and promotion?
3. Yes
4. No

In what ways does your institution support faculty involvement in civic engagement programs and teaching academic service-learning courses? (Check all that apply.)
1. Gives awards for faculty
2. Provides faculty development workshops/fellowships
3. Provides service-learning and community orientation in faculty orientation
4. Provides faculty with grants to support curriculum redesign
5. Provides curriculum models and sample syllabi
6. Provides materials to assist faculty in reflection and assessment
7. Allows sabbaticals for service-learning research, scholarship, and program development
8. Faculty encouraged and supported financially to attend and present at service-learning conferences

9. Other (specify): _____

Is there a faculty governance committee with responsibilities for community engagement?
  3. Yes
  4. No

Do search/recruitment policies encourage the hiring of faculty with expertise in and commitment to community engagement?
  3. Yes
  4. No

ALUMNI

How does your institution engage alumni in community service or civic engagement activities? (Check all that apply.)
  6. Communicates service opportunities to alumni
  7. Coordinates day of service or service weekend activities for alumni
  8. Gives awards to alumni for service
  9. Recognizes alumni for service in publications
  10. Cultivates alumni donors to support service activities

Number of alumni who have entered public service careers (e.g., Government, Nonprofit, International, Education, etc.): _____

Number of alumni who have entered the following national service programs:
  AmeriCorps: _____
  AmeriCorps*VISTA: _____
  AmeriCorps*NCCC: _____
  Peace Corps: _____
  Senior Corps: _____
  Teach for America: _____

Which programs does your campus offer to alumni entering public service careers? (Check all that apply.)
  3. Student loan forgiveness
  4. Student loan deferment

CAMPUS COMPACT MEMBERSHIP

How would you rate the level of satisfaction with the services and resources your institution has received from Campus Compact (state and national offices)?
  1. Extremely satisfied
  2. Very satisfied
  3. Moderately satisfied
  4. Not at all satisfied

Please indicate below how valuable the following state and national Campus Compact programs and services are to you and your campus.

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VERY VALUABLE, SOMEWHAT VALUABLE, NOT VALUABLE, DON'T KNOW/NOT SURE

26. AmeriCorps*VISTA program
27. Annual membership survey statistics
28. Campus Compact website
29. State Campus Compact website
30. *Compact Current* Newsletter
31. State Campus Compact newsletter
32. Compact-sponsored conferences/workshops
33. Consulting Corps program
34. Development of presidential leadership
35. Faculty development
36. Frank Newman Leadership Award
37. Legislative updates
38. Model program information
39. Networking opportunities
40. Policy information
41. Professional Development Institute
42. Publications
43. Resource materials/support
44. Service-learning syllabi
45. State Campus Compact listserv news and information
46. State recognition programs
47. State student programming
48. Sub-grants
49. Technical support/training
50. Thomas Ehrlich Faculty Award for Service-Learning

Are there other services and resources provided by Campus Compact (state and/or national offices) that you and/or your campus find valuable? _____

Survey Information

Did you have the necessary resources available to you to complete all questions in this survey on behalf of your institution?
   1. Yes
   2. No

Which question was most difficult to answer, and why? _____

How will you and/or others at your institution use the information gathered for this survey? (Check all that apply.)
   11. Share with relevant contacts on campus
   12. Share with relevant contacts in the community
   13. Share with current and/or prospective donors
   14. Share with prospective students
   15. Share with current students

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16. Share with alumni
17. Use to complete the application for the Elective Carnegie Classification on Community Engagement
18. Use to complete the application for the President's Higher Education Community Service Honor Roll
19. Use to inform strategic planning
20. Use to inform accreditation

Tools for Data Collection of Civic Engagement in TN

Helpful Hints to Work through the Institutional System

- The VISTA and Supervisor should discuss their institutional assessment plan with either the Provost or other Administrator to obtain permission for collecting this data.
- VISTAs should take each part of the survey and build tools or processes that can capture needed data separately.
- All data should be submitted formally online via the National Campus Compact (NCC) survey link, to be released on Monday, September 27, 2010.
- Collected Data should be submitted all at one time, via the NCC web survey by Friday, December 3, 2010.
- In order to not be overwhelmed by this process, we have broken the survey down into smaller parts and have shared where this information can come from. Please address one part at a time and you will find that the data will come together at the end of the collection process.
- The Director or VISTA Supervisor should complete the NCC survey online; however, VISTAs should be involved in the collection process and be building a culture of service assessment at their prospective institutions in order to sustain this process in the future.
- VISTA Alex Lisic, 931-510-0898, alexlisic@gmail.com, is available for consulting with Supervisors or VISTAs in this endeavor. He will be attending the VISTA retreat in October and will train the VISTAs on the process. In addition, he will be able to answer questions and brainstorm methods for collecting the data in the event this model does not work for a particular institution.