

Community-Based Learning Advisory Board Meeting

February 20, 2014

9:00 AM – 11:00 AM

Conference Room, JHU Center for Social Concern

Attendees:

Rollin Johnson, Phil Leaf, Margaret Hart, Elizabeth Doerr, Bill Smedick, Tristan Davies, Lisa Folda, Mieka Smart, Katie Igrac Lima, Gabe Paquette

I. Introductions

II. General Discussion Items Raised

- Strategic plan, two-year plan at the CSC
- Positive feedback from President and Provost
- Raising profile of CBL at JHU
- Working w/ deans at Krieger, to be invited also at Whiting
- Members of faculty are influential in allowing the space to engage, space within the department for CBL as a respected pedagogy
- Thinking more about what civic engagement at Hopkins means, civic engagement as a pillar of undergraduate education
- CSC has not pushed for CBL as an undergraduate requirement

II. Engaged Faculty Fellows Program Update

Faculty Fellows program at the East Baltimore Campus:

- In their first year, they hired a consultant – they could have done the training themselves and for less money
- Cohort model was really important
- Planning on taking six faculty fellows maximum and four community fellows
- The training is very general, it's not focused on health professionals
- Meet with CSC-CBL fellows during some of the sessions, if not doing a joint training or activities, alternate campuses to help build faculty and community connections across campus
- We need to confirm the faculty fellows ASAP, so that they can commit to the May training

III. Crenson-Hertz Nominations due Friday, March 6, 2015

- Send out the call for nominations to the Director of Undergraduate Services, administrators group
- How is the award being given? That's part of the problem – it is only students in attendance at the April awards ceremony
 1. Maybe Matthew Crenson could give the award out, since he is usually at the

ceremony? Maybe there could be a cash prize?

2. Or, aim for it to be awarded at Commencement?

- The administration wants to support these initiatives – so, at minimum, maybe stipend for a TA (to support CBL), cash award (\$2500 to your research fund – recognizes work done and work going forward, will also help with tenure), dinner at the Provost's house, making sure it is disseminated – i.e. going to the monthly JHU magazine, may attract potential donors
- The stipend for a TA would be ideal – b/c it is usually a minimum of 30 students that is required before being given a TA is not

IV. Spring Brown Bag & CBL Lecture - Wednesday, April 8, 2015

- Send the announcement to the social policy group
- A more student focused announcement for the public lecture, send the faculty a PowerPoint slide to include in their lecture
- Bill Smedick will make this a requirement for his course, "Leading Social Change"
- We may need to coordinate receiving attendance sheets and making JCard machines available to track attendance
- SAB PR will send it out too
- Perhaps provide Dr. Viscelli with some potential questions of interest
- Someone from William & Mary would be good to consider for the CBL Brown Bag & Lecture in the future – b/c it is a long-standing program
- RSVP for the brown bag
- Stewart (Bill) Leslie (History of Science & Technology) – archive project – three-year assignment to write the history of the institution, reach out to him and get access, perhaps CBL is already on his radar...?
- B'More: take an hour slot over B'More Intersession for CBL faculty to talk to freshmen to help promote CBL and let them know what is available

V. CBL Faculty Handbook Comments & Suggestions

- Page 14 - HIRB – unclear how the faculty would negotiate IRB, support for faculty in this process, involvement in the community partner's work
- If you are collecting any data through interviews, you will need an exemption
- How are you going to be using this information? IRB in East Campus – they do not want to deal with the practicum. East Campus, they have a review committee of their own that they created to try to assess whether or not they need to do the CITI training, will have to sign a statement that they will not be using the data for research
- HIRB example http://web.jhu.edu/Homewood-IRB/Sample_eHIRB_app_HIRB00002551_Working_memory_ability_in_children.pdf
- infrastructure in place to support this work
- Perhaps include a special section on working with youth, we have different requirements – university-wide policy that came out of the Penn State issue
- All students should have to go through the online training – through the MOU project

- Two-page document – says that this training needs to be on the faculty member's syllabus
- Including a syllabus outline can help faculty (course description, requirements, online trainings, etc.)
- Page 16 – sample listing of community-based organizations – maybe some past examples of the projects that they worked on, helpful to newer faculty
- Appendix – example syllabus, human subjects applications
- Curriculum development – a checklist or diagram to help with course planning, to help with the logistical aspects
- Link to the modules that SOURCE has
- FAQs page with links to longer documents
- History of CBL – it's boring, move it? put it as an appendix?
- Handbook vs. redacted version/different document to help with recruitment
- Add a section on the faculty fellows program
- Add a section on the public lecture and brown bag

VI. General Updates

- Baltimore Collegetown Leadershape – see Bill Smedick for more information

****Next Board Meeting: 9am – 11am on Friday, April 17, 2015****