TED UNIVERSITY
FACULTY OF EDUCATION
EDU 401
Section 01
Community Service
(1+2+0) 2 Credits / 4 ECTS
FALL 2018

Instructor: Assist. Prof. Dr. Tülin Haşlaman
Time and Place: Thursday 11.00-12.00
        Friday 11.00-13.00
Office Hours: Tuesday 13:00-15:00 By appointment
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(the fastest way to contact me)
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Catalog Description:
Definition and examples of community service in education; importance of community service; development and assessment of community service; identifying and preparing projects to solve the current issues and problems of the society; voluntary participation in social responsibility projects; participation in scientific activities.

Extended Description:
Community, community service, service practices and social responsibility concepts; social responsibility projects in terms of social and cultural values; identifying current social problems; designing service projects for the solution of social problems; voluntarily participating in individual and group social responsibility projects; participating in social responsibility projects in various institutions and organizations; participating in scientific events such as panels, conferences, congresses, symposiums as speakers or regulators; assessing the results of social responsibility projects.

Course Learning Outcomes:

Upon successful completion of this course, a student will be able to:
1. Recognize service-learning as a means of applying academic knowledge to a community need
2. Identify community need(s) related to his or her academic content area.
3. Develop plan of action for accomplishing his or her group academic service learning goal.
4. Apply specific skills, knowledge and technology from his or her major area of study in conducting an independent service-learning project.
5. Demonstrate professional leadership characteristics in conducting his or her independent service-learning project.
6. Identify relationships between community service-learning and career preparation.
   Suggested Readings:

1. Kaye, C.B. (2010). The complete guide to service learning: proven, practical ways to engage students in civic responsibility, academic curriculum & social action. Free Spirit Publishing, Inc.: Minneapolis, MN Free Spirit Publishing
2. http://www.freespirit.com/service-learning-service-projects/?show_all=true National Service Learning Clearninghouse
3. http://www.facingthefuture.org/ServiceLearning/ServiceLearning/tabid/230/Default.aspx
4. http://www.goodcharacter.com/SERVICE/webresources.html
5. Keyman, F. (2004). Türkiye'de ve Avrupa'da Sivil Toplum. *Sivil Toplum ve Demokrasi Konferans Yazıları*, (3)..
6. Cronin, K., & Perold, H. (2009). *Volunteering and social activism: Pathways for participation in human development*. World alliance for citizen participation (CIVICUS).
7. www.stk.bilgi.edu.tr
8. Non-govermental organizations in Turkey (TOG, TAPV, LÖSEV, TEMA, TEV, Tohum Otizm Vakfı, TEGV, AÇEV, ERG, ÇYDD, Koç Vakfı, International Organizations, UN Volunteering)

Student Work Load:
Lectures and class activities (14 hrs), Readings and web search (7 hrs), Community service (28 hrs), Getting prepared for the projects (15 hrs), Report writing (10 hrs), Oral presentations (1 hrs)
Total workload is 75 hours.

Planned Learning Activities and Teaching Methods:
Telling/Explaining, Discussion/Debate, Questioning, Reading, Guest Speakers, Inquiry, Scaffolding/Coaching, Demonstrating, Inquiry, Collaborative Learning, Case Study/ Scenario Analysis, Oral Presentation, Brainstorming, Web Searching, Field Trips

COURSE POLICIES

I. TED University Code of Academic Integrity
TED University takes academic integrity seriously. **Please read through the entire code acquaint yourself with how violations are defined.** Entire code might be found at the following link:
http://www.tedu.edu.tr/Assets/Documents/Content/genel/TEDU-Academic-Catalog.pdf
https://www.tedu.edu.tr/sites/default/files/content_files/docs/Yonergeler/akademik_durustluk_ilkeleri_ihlalinde_uygulanacak_usul_ve_esaslar.pdf

II. Late Work
You are supposed to turn in each assignment on time. I will only accept late assignments in unusual circumstances (e.g. documented illness). In all other cases, I will reduce %10 of the total point per day for late work, and the assignment will not be accepted after three days late.

III. Assignment Rules
You are supposed to turn in each assignment on time. Late assignments will only be accepted in unusual circumstances (e.g., documented illness). In all other cases, %10 of the total point will be reduced per day for late work, and the assignment will not be accepted after three days late.

IV. Academic Honesty Policy
This course adheres to the academic honesty policy. I expect that all work submitted and presented by you will be your own original work and that the contributions of others will be openly acknowledged. Failure to adhere to this policy will result in disciplinary action. For more information:

a. Plagiarism is a form of dishonesty that occurs when a person passes off someone else's work as his or her own. This can range from failing to cite an author for ideas incorporated into a student's paper to cutting and pasting paragraphs from different websites to handing in a paper downloaded from internet. All are plagiarism.

b. All parties to plagiarism are considered equally guilty. If you share your coursework with another student and she plagiarizes it, you are considered as guilty as the one who has plagiarized your work, since you enabled the plagiarism to take place. Under no circumstances should a student make his her coursework available to another student unless the instructor gives explicit permission for this to happen. Copying someone's work is an extreme and straightforward act of plagiarism. More commonly, however, students plagiarize without realizing they are doing so. This generally happens when a student fails to acknowledge the source of an idea or phrasing. Avoid plagiarism by citing sources properly!

V. Announcements
All announcements will be sent to your e-mail address through Moodle. Check your e-mails regularly in order to be informed.

VI. Attendance
This course requires regular participation, attendance and punctuality. You are expected to attend the class on a regular basis and be on time. It is your responsibility to keep in touch with me about the emergencies prior to class. Exceeding of attendance with unexcused absences will result a half letter grade reduction. The TEDU policy concerning attendance will be followed strictly.

Please turn off your cell phones prior to entering the classroom and place in your bags!

COURSE ASSIGNMENTS

Reflection Reports (20%): During the semester we will have two guest speakers in our class. The reasons for having those speakers with are to enhance your understanding about examples of community service in education, importance of community services, identifying and preparing projects to solve the current issues and problems of the society. voluntary participation in social responsibility projects.

Project proposal (30%): You should introduce as the first stage of the project into form of project proposals for implementation. You first of all ask 'Where do ideas for projects come from?' and then consider the methods of turning good ideas into projects. We introduce a number of established tools and models for developing and testing ideas in different areas of community services specifically, and address the question of how to get support for your project ideas. Projects generally emerge from the combination of an organisational need—to solve a problem or take up an opportunity—and a good idea about how to meet that need. In your research you found that indeed good ideas for projects arose everywhere, and that the process of emergence and capture of good ideas varies with the size and nature of the organisation and its approach to innovation and development. So you develop a written plan that includes goals and objectives, time frame, and people and resources needed and project proposal template will be given.

Project report/bulletin (20%): After/when you get to put your plan into action, you start to write project report. Remember this is a group effort. Everyone in the group should know his/her responsibilities. In the first part of the project report; you will add revised form of proposal at the beginning of your report. In the second part; preperation and planning activities will be explained. In the third part; your implementations of the action plan, evidence of what you monitored and adjusted during the action plan will be discussed. In the fourth part yours' reflections to increase understanding of self and others by describing what happened, expressing feelings, generating ideas, making connections with your exisiting knowledge will be discussed.

Poster presentation (30%): At the end of the semester, each group will prepare a poster to present his/ her community projects to class and faculty members. In the poster; project goals, action plan, implementation of the action plan, discussions about improvement of the project will be placed.

Course Assessments & Learning Outcomes Matrix:

Assessment Methods	Learning Outcomes
Project proposal	#1, #2, #3, #4
Project report/bulletin	#1, #2, #3, #4, #5, #6
Poster presentation	#1, #2, #3, #4, #5, #6
Reflection Reports	#1, #5, #6

Overall Evaluation Criteria:

Course requirement	Due date	% of final grade
Reflection Reports	Specified weeks	20
Project proposal	15 November 2018	30
Project report/bulletin	28 December 2018	20
Poster presentation	28 December 2018	30

*The above & below schedules and procedures in this course are subject to change in the event of extenuating circumstances. You will be notified of any changes in class.

*The final grade is determined by the judgment of the instructor, completion of requirements for each objectives and preparedness and participation in classroom.

Tentative Course Schedule:

Week no	Week	Main Content	Readings/Assignments/ Assessment
1	Sept 20-21	Introduction / Discussion of the syllabus Formation of presentation.	Preparing for the presentations
2	Sept 27-28	Presentation: 1) Community service 2) Volunteering and social activism 3) Civic engagement 4) Non-governmental organizations	
3	Oct 4-5	Presentation of Community Service by TEDU Social Innovation Center at Social Innovation Center, TEDU	
4	Oct. 11-12	Overview of the project process 1) Investigation 2) Preparation and planning 3) Action 4) Reflection 5) Demonstration	Submission of proposals at most 23:59 through Moodle and Turnitin Group projects – ideas **1ST Reflection Paper Due (TEDU İstasyon)**
	Oct. 18-19	Interaction with key people for group projects	
5	Oct. 25-26	Interaction with key people for group projects	Submission of proposals at most 23:59 through Moodle and Turnitin **2ND Reflection Paper Due(LÖSEV)**
6	Nov8-9	Realization of group projects in the field	Process Journal
7	Nov 15-16	Realization of group projects in the field	Process Journal
8	**Nov 12-18** *NOV 15-16*	**Realization of group projects in the field** *(Thursday+Friday) FALL BREAK!!!!!*	Process Journal
9	Nov 22-23	Realization of group projects in the field	
10	Nov 29-30	Realization of group projects in the field	Process Journal
11	Dec 6-7	Realization of group projects in the field	Process Journal
12	Dec 13-14	Preparing project reports	
13	Dec 20-21	Feedback session for the projects	Final version of the project reports
14	Dec 27-28	Poster presentation of group projects	Submission of final version of the project reports at most 23:59 through Moodle and Turnitin Poster Presentation Fair