



TED UNIVERSITY
TEDU 102 Service Learning
Spring 2023 Syllabus

Course Information

Schedule:	Wednesday 16.00-17.00
Online Sessions:	Please insert the zoom link
Location:	Please insert the LMS course page

Instructor Information

Instructor:	
E-mail:	
Office hours:	Day and Time & By Appointment (On Campus or Online) (Please put TEDU 102 and section information in the subject of ALL email correspondence)

Course Description

This course introduces service learning to students through theories, practices, community-engaged projects, NGO collaborations, and field activities. Modern communities are known to be diverse and dependent on each other. For their members to make positive changes in the world, they need to know what social service is. This course examines various concepts and practices of community engagement, such as equity, citizenship, human rights, advocacy and activism, civic leadership, social justice, civil discourse, and social capital. In addition, it provides students with an array of opportunities to engage in an immersive community service-learning experience. Students will have the opportunity to engage with students from other departments and actively participate in community engagement ideas and practices from a local and international perspective.

Catalog Description

Community engagement: Working in context, valuing community expertise, collecting & organizing community information. Ethical engagement. Community context. Service learning and leadership skills. Community-engaged project management: Planning, taking action, evaluating success, sustainability and knowledge.

Course Objectives

This course will help students develop a critical perspective and ethical approach in working with people in different communities and community-based organizations. The objectives of the course are to understand community engagement and working in context; collect, analyze information from the community and develop community engagement projects that would bring mutually beneficial partnerships. The course also aims to support students' leadership and effective communication skills and raise their awareness regarding sustainable development goals.

Upon successful completion of this course, students will be able to:

- Respect the cultural and social context of the people
- Ethically engage with community members and eliminate biases about the people that they engage
- Identify issues, needs, and resources of the community,
- Demonstrate the ability for ethical community engagement and building mutually-beneficial partnerships,

- Apply community-based project management skills such as taking initiative, following directions, leading, and solving problems,
- Recognize the value of service and social responsibility for a sustainable future,
- Use collaboration and leadership skills such as listening effectively, and resolving conflicts.
- Reflect on their self and the level of their engagement with others.

Evaluation Criteria

Students are expected to complete the following criteria to pass the course. Your total grade consists of scores from the following items. Activities will be graded based on TEDU grading policies.

Evaluation Criteria*	Weight
End-of-Week Quizzes (Quiz 1, Quiz 2, Quiz 3, Quiz 4)	10%
Project Proposal	20%
Final Project Report	50%
Self-Reflection Report	20%

1. Quizzes: Each week, students are required to take a weekly quiz. Each quiz will help students learn new service learning skills and prepare them for their new role in project management.
2. Project proposal: This assignment will help students to plan their group project. Templates and guidelines will be provided.
3. Final Project Report: Students will complete a final project report through evaluating to what degree they completed the tasks they planned in their project proposal. Templates and guidelines will be provided.
4. Self-Reflection Report: Students will write a self-reflection report to explain how service learning and community engagement affected them personally and professionally. Templates and guidelines will be provided.

*Please check LMS and follow your instructors' explanations for more information about the assignments.

Grading Policy

Percentage scores	Letter Grades
Excellent (90-100)	AA
Good-Excellent (85-89)	BA
Good (80-84)	BB
Satisfactory (70-74)	CC
Weak- Satisfactory (60-69)	DC

Satisfactory (50-59)	DD
Failure (0-49)	F (Failure)
Letter grade "FX" is assigned to students who have failed to attend classes or failed to participate in the midterm exam, final exam, term project or in similar major course assessment activities	FX (Failure)

Course Procedures

All students are entitled to follow the syllabus and coordinate with their instructors to complete the course requirements. They need to follow the procedures to receive their final grades.

1. Instructors will help you identify available service opportunities and help you select those opportunities most aligned with your interests and goals.
2. You will also be provided with resources outlining expectations for your service and designed to prepare you to take full advantage of the experience.
3. You must also sign a **Student Service Learner Agreement Form**.
4. You will meet with your NGO partner supervisor at the beginning of your service activity to receive a more complete description of your responsibilities, to discuss requirements and expectations for service, and to establish an agreed-upon schedule.
5. The completion of required service hours-minimum of 10 hours inclusive of observation and implementation- can take place quickly or may be spread out over an extended period of time, utilizing whatever schedule is established with your NGO partner supervisor.
6. The completion of required service hours may take place across the term. However, the required service hours must be completed within the semester.

Service Learning Project Themes

The following themes will be covered as part of service learning projects. Students will create or work on relevant projects under one of these themes of their sections.

Main Themes	Subthemes	Related SDGs
Human Rights and Gender	<ul style="list-style-type: none"> ● Gender-based violence ● Sustainable development ● Equal rights and democratic participation 	SDG1, 3, 4, 5, 8, 10, 11,16, 17
Human and Culture	<ul style="list-style-type: none"> ● Quality, human management, environment, society, and continuous improvement... ● IT, digitalization, activities towards university students ● Youth employment, human resource management, institutional social responsibility 	SDG3, 4, 5, 8, 9, 16, 17
Environmental, Social, Governance (ESG) and Impact	<ul style="list-style-type: none"> ● ESG Risks, Motivations, Ecosystem ● Impact Investments ● ESG and Turkey 	All SDGs but particularly SDG8, 10, 12, 13, 17

Education and Inclusion	<ul style="list-style-type: none"> ● Education <ul style="list-style-type: none"> ○ Education and technology ○ Social inclusion ○ Universal design for learning 	All SDGs but particularly SDG4, 5, 10, 12, 13, 16, 17
Sustainable Communities	<ul style="list-style-type: none"> ● Gender Equality ● Environment & Climate Change ● Youth 	All SDGs

Course Materials

Required Readings:

Week 2

Blogs & Websites

Active Citizenship, The Centre of Democracy -

<https://www.centreofdemocracy.sa.gov.au/2021/07/active-citizenship/#:~:text=To%20be%20an%20E2%80%9Cactive%20citizen,political%20society%2C%20democracy%20can%20suffer>

Active Citizenship, Changes - <https://changesuk.net/themes/active-citizenship/>

What Exactly Does It Mean to Be a 'Global Citizen'?, Global Citizen -

<https://www.globalcitizen.org/en/content/what-is-a-global-citizen/>

Citizenship of the world: How do you become a global citizen?, Migronis -

<https://migronis.com/blog/citizenship-of-the-world>

What is Community Engagement, Granicus -

<https://granicus.com/blog/what-is-community-engagement/>

Principles of Community Engagement, ATSDR -

<https://www.atsdr.cdc.gov/communityengagement/index.html>

Videos & TED Talks

Youth Activism - <https://www.youtube.com/watch?v=ALqzWs9gjGI>

Living The Change Inspiring Stories for a Sustainable Future -

<https://www.youtube.com/watch?v=gq9sg397ee8&list=WL&index=49&t=94s>

Social change needs engaged communities, not heroes -

<https://www.youtube.com/watch?v=WdHBWL4LK88>

Volunteering - <https://www.youtube.com/watch?v=0bzeewqmICU>

Suggested Readings:

Week 2

Budd, Ken. "The voluntourist : a six-country tale of love, loss, fatherhood, fate, and singing Bon Jovi in Bethlehem." New York : William Morrow, 2012.

Yousafzai, Malala, 1997- author. I Am Malala : the Girl Who Stood up for Education and Was Shot by the Taliban. New York, NY :Little, Brown, & Company, 2013.

Week 3

BOOKS:

Robbins and others, 2010, Organizational Behaviour, Person Education Ltd., UK

Wolwin ,B 1995, Coomunicating 6th Edition, Houghton Mifflin Co., USA.

Velosquez, M.G., 2014, Business Ethics, 7th Edition, Pearson New International Edition, UK

Teach and Yeomans, 2009, Exploring Public Relations, 2nd Edition Pearson Education, UK

OTHER SOURCES:

<https://courses.lumenlearning.com/suny-introductiontocommunication/chapter/what-is-organizational-communication/>

<https://www.liveabout.com/what-is-team-building>

<https://www.belbin.com>

<https://2012books.lardbucket.org/books/beginning-human-relations/s09-01-an-ethics-framework.html>

<https://www.undp.org/sites/g/files/zskgke326/files/undp/library/corporate/ethics>

https://www.esr.gov.hk/files/en/code_of_conduct

<https://ca.indeed.com/career-advice/career-development/code-of-conduct-examples>

<https://www.forbes.com/sites/quora/2022/06/29/how-to-successfully-run-a-non-government-organization/?sh=80df32769307>

<https://digitalmarketinginstitute.com/blog/corporate-16-brands-doing-corporate-social-responsibility-successfully>

Week 4

Larcker, D. F., Tayan, B., & Watts, E. M. (2022). Seven myths of ESG. Stanford Closer Look Series. November. Corporate Governance Research Initiative. Available at:

https://www.gsb.stanford.edu/sites/default/files/publication/pdfs/cgri-closer-look-94-seven-myths-esg_1.pdf

Cohen, R. (2020). Impact: Reshaping capitalism to drive real change. Random House.

Serafeim, G. (2021). ESG: Hyperboles and reality. Harvard Business School Research Paper Series Working Paper, 22-031. Available at:

https://www.hbs.edu/ris/Publication%20Files/22-031_b9b34057-062a-48a8-8950-61e0cf37559a.pdf

Brest, P., & Born, K. (2013). When can impact investing create real impact. Stanford Social Innovation Review, 11(4), 22-31.

Tentative Course Schedule*

Week	Topic	Resources
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<p>Week 1: March 8</p>	<p>TO BE CONDUCTED BY ALL INSTRUCTORS Introduction of the course</p> <ul style="list-style-type: none"> ● Introduction of the team ● Course objectives and outcomes ● Course procedures <p>Dr. Ahmed Hashemite Lecture on Service Learning and Sustainability</p>	<p>Please revise the syllabus before the class.</p>
<p>Week 2: March 15</p>	<p>TO BE CONDUCTED BY BEZEN COŞKUN What is service learning?</p> <ul style="list-style-type: none"> ● Active Citizenship and Democracy <ul style="list-style-type: none"> ○ Defining some terms such as service, community, engagement, etc ○ Principles for community and civic engagement ○ Providing service learning examples ○ Introducing different types of service learning activities <p>QUIZ 1</p>	<p>Youth Activism - https://www.youtube.com/watch?v=ALqzWs9gJGI</p> <p>Living The Change Inspiring Stories for a Sustainable Future https://www.youtube.com/watch?v=gq9sg397ee8&list=WL&index=49&t=94s</p> <p>Social change needs engaged communities, not heroes https://www.youtube.com/watch?v=WdHBWL4LK88</p> <p>Volunteering - https://www.youtube.com/watch?v=0bzeewqmICU</p> <p>Active Citizenship, Changes - https://changesuk.net/themes/active-citizenship/</p> <p>What Exactly Does It Mean to Be a 'Global Citizen'?, Global Citizen - https://www.globalcitizen.org/en/content/what-is-a-global-citizen/</p> <p>Principles of Community Engagement, ATSDR - https://www.atsdr.cdc.gov/communityengagement/index.html</p>
<p>Week 3:</p>	<p>TO BE CONDUCTED BY H. MELTEM FERENDECI ÖZGÖDEK Communication, Team Building , Ethics and Social Responsibility</p>	<p>How to Successfully Run a Non-Governmental Organization?</p>

<p>March 22</p>	<ul style="list-style-type: none"> ● Definition of communication and communication process ● Organizational communication and its functioning in non-governmental organizations ● High-performing team building process and basic concepts about creating project teams ● Effective team development techniques ● Basic concepts of social responsibility and corporate social responsibility ● Ethical concept and ethical values for NGO ● Code of Ethics, code of conduct for NGO ● <p>QUIZ 2</p>	<p>https://www.forbes.com/sites/quora/2022/06/29/how-to-successfully-run-a-non-government-organization/?sh=80df32769307</p> <p>CSR</p> <p>https://digitalmarketinginstitute.com/blog/corporate-16-brands-doing-corporate-social-responsibility-successfully</p> <p>UNDP Code of Ethics</p> <p>https://www.undp.org/sites/g/files/zskgke326/files/undp/library/corporate/ethics/</p> <p>GREENPEACE Ethical Values</p> <p>https://www.greenpeace.org/international/explore/about/values/</p>
<p>Week 4: March 29</p>	<p>TO BE CONDUCTED BY YENER COŞKUN</p> <p>ESG and Impact Investment</p> <ul style="list-style-type: none"> ● The motivations of ESG investment ● Sustainable development goals (SDGs), sustainable finance and ESG ● E, S, and G components of ESG ● ESG investment and impact investment ● Social Value <p>QUIZ 3</p>	<p>Larcker, D. F., Tayan, B., & Watts, E. M. (2022). Seven myths of ESG. Stanford Closer Look Series. November. Corporate Governance Research Initiative. Available at: https://www.gsb.stanford.edu/sites/default/files/publication/pdfs/cgri-closer-look-94-seven-myths-esg_1.pdf</p> <p>Cohen, R. (2020). Impact: Reshaping capitalism to drive real change. Random House.</p> <p>Suggested Reading</p> <p>Serafeim, G. (2021). ESG: Hyperboles and reality. Harvard Business School Research Paper Series Working Paper, 22-031. Available at: https://www.hbs.edu/ris/Publication%20Files/22-031_b9b34057-062a-48a8-8950-61e0cf37559a.pdf</p> <p>Brest, P., & Born, K. (2013). When can impact investing create real impact. Stanford</p>

		Social Innovation Review, 11(4), 22-31.
Week 5: April 5	<p>TO BE CONDUCTED BY ÖZLEM BOZTAŞ & TÜNAY ÇELİK</p> <p>Service learning project preparation and management</p> <ul style="list-style-type: none"> ● How to prepare service learning projects <ul style="list-style-type: none"> ○ Community asset mapping or needs assessment ● What to do in the field ● Project template <p>QUIZ 4</p>	
Week 6: April 12	<p>TO BE CONDUCTED BY BEGUM SERIM YILDIZ</p> <ul style="list-style-type: none"> ● Trauma Sensitive Communication for Disaster Volunteers <p>Project Group Formation (Your instructors will guide you to form your project groups)</p> <ul style="list-style-type: none"> ● Introducing NGOs partnering with TEDU ● Introducing service learning project main and subthemes 	Please follow your instructors' explanations carefully to form your groups.
Week 7: April 19	Project Group Formation	Meeting with your service learning mentors.
Week 8: April 26	Getting to know NGOs and pre-planning for project proposals	
Week 9: May 3	Getting to know NGOs and pre-planning for project proposals PROJECT PROPOSAL SUBMISSION	
Week 10: May 10	Implementation <ul style="list-style-type: none"> ● Suggestions to overcome obstacles <ul style="list-style-type: none"> ○ What happens when things don't go as you expect? 	
Week 11: May 17	Implementation	

Week 12: May 24	Implementation	
Week 13: May 31	Implementation	
Week 14: June 7	Wrap-up and closing ceremony FINAL PROJECT REPORT SUBMISSION SELF REFLECTION REPORT SUBMISSION	

*This syllabus is subject to change. Changes, if any, will be announced on LMS. Students will be held responsible for all the changes.