

CHANCELLOR'S COMMUNITY ENGAGEMENT COUNCIL 2019-2020 END-OF-YEAR REPORT

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Community engagement: Our mission

As a regionally accountable public university, the University of Washington Bothell is committed to building and sustaining institutional and community partnerships designed to enhance student success and the well-being and prosperity of the North Puget Sound and Washington State. Through a wide network, our diverse students, faculty, staff, and administrative leadership focus on the goal of increasing the capacity of our region to identify and address local, national, and global challenges.

Community Engagement Council Purpose

The Community Engagement Council's central purpose is to advise and assist the University of Washington Bothell in advancing its Community Engagement Mission. It reports to the Chancellor.

The Council (and its Executive Committee) provides a forum for conversation among a range of UW Bothell units and community partners. The conversation is a value in itself for advancing shared understandings; to do so, the Council will develop and maintain a timeline with goals, strategy and tactics to achieve the community engagement mission.

The Council is responsible for reviewing annually progress in achieving them. Further, the Council will be a communication mechanism to expand the range of university and community members informed about and involved with UW Bothell's Community Engagement efforts. It will also have a quality assurance function in ensuring that engagement initiatives undertaken by the University are reviewed in a timely way.

The Council will make strategic recommendations and periodic updates on progress and quality to the Vice Chancellor for Academic Affairs and the Chancellor.

2019-20 Membership

UW Bothell Membership

- Deanna Kennedy, Associate Professor, School of Business, Chair (2018-20)
- Kara Adams, Director of Community Engagement
- Sam Al-Khoury, Director of Student Engagement & Activities
- Marie Blakey, Assistant Vice Chancellor for Marketing and Communications
- Ed Buendia/Sandeep Krishnamurthy, Dean representative (School of Educational Studies & School of Business)
- Shauna Carlisle, Associate Professor, School of Interdisciplinary Arts & Sciences
- Charles Collins, Assistant Professor, School of Interdisciplinary Arts & Sciences
- Sri Devi Duvvuri, Assistant Professor, School of Business
- Natalia Dyba, Director of Global Initiatives
- Raissa DeSmet, Lecturer, School of Interdisciplinary Arts & Sciences, Diversity, Equity, Community Engagement Fellows
- Paola Rodríguez Hidalgo, Assistant Professor, School of Science, Technology, Engineering & Mathematics Faculty
- Julie Klein, Associate Director for Advancement
- Cameron Locke, CBLR Student Assistant
- Charity Lovitt, FYPP faculty rep
- Ryan McIrvin, Government and Community Relations
- Ann McMahon, Executive Director of Research Strategy for Broad Impact, Office of Research
- Gülru Özkan-Seely, Assistant Professor, School of Business
- Asna Ali, ASUWB student rep
- Layla Taylor, CBLR Program Manager
- Carrie Tzou, Director, Goodlad Institute for Educational Renewal
- Maureen West, Senior Lecturer, School of Nursing & Health Studies
- Kim Wilson, Director, Career Services

Community Partner Members

- Mary Houston, Director of Service Delivery, Workforce Snohomish
- Diana Johns, interim Vice President, Science Engagement and Outreach, Pacific Science Center
- Tom Laing, Director, Latino Education Training Institute
- Rosario Reyes, Founder and CEO, Latino Education Training Institute
- Rana San, Artistic Director, Northwest Film Forum
- Marissa Vichayapai, Program Director, 21 Progress
- Krystal Wasson, Administrator and Volunteer Lead, 21 Acres
- Becky Range, Assistant to City Manager, City of Bothell

Community Engagement Council Executive Committee

Responsibilities of the Community Engagement Council Executive Committee: Managing the work of the Council, including agenda-setting, tracking of sub-committee work, and tracking of Council recommendations and assessment of their implementation.

- Deanna Kennedy, Kara Adams, Shauna Carlisle, Ann McMahon, Paola Rodríguez Hidalgo

Community Engagement Council Working Groups

Shown at: <https://www.uwb.edu/community-engagement/about/community-engagement-council/working-groups>

Faculty & Staff Rewards

Group: Charlie Collins, Raissa DeSmet, Ed Buendia, Kara Adams, Deanna Kennedy

Scope: This working group will focus on the mechanisms that enable and recognize the value of the student-faculty-partner relationship in community engagement.

1. Members will research institutional community engagement reward approaches used at other institutions.
2. Members will draft description, submission requirements, evaluation criteria, and process for operationalizing award.
3. Award launched in winter/spring 2020

Partnerships

Group: Carrie Tzou, Mo West, Marie Blakey, Julie Klein, Natalia Dyba, Ryan McIrvin, Ann McMahon, Kara Adams, Deanna Kennedy,

Scope:

1. Members will review current partnership approaches and data used at UWB and others (conversation with past working group on this).
2. Members will consider any plans for partner spectrum, partner strategy, other ideas.

Curriculum & Co-Curriculum

Group: Charity Lovitt, Paola Rodríguez Hidalgo, Layla Taylor, Kim Wilson, Sam Al-Khoury, Asna Ali, Kara Adams, Deanna Kennedy.

Scope: This working group will help oversee on-going efforts that clarify the pathways for students to participate in community engagement during their UW Bothell career.

1. Members will provide feedback on tri-campus community engaged learning (CEL) course designation description.
2. Members will create process for approving CEL courses and implementation plan.

Assessment

Group: Shauna Carlisle, Gülru Özkan-Seely, Kim Wilson, Kara Adams, Deanna Kennedy

Scope: This working group will consider the key indicators of community engagement and advise the administration on benchmarks and strategies of assessment use.

1. Members will review current assessment approaches and data used at UW Bothell and others.
2. Members will consider plans for indicator selection, benchmarking or standards.
3. Members will create a data use agreement for external research purposes and for institutional data usage.
4. Members will develop a plan for sharing assessment indicators through the Community Engagement Annual Report to be provided to community partners, faculty, staff, and students.

Outcomes Achieved

During the 2019-2020 year the Chancellor's Community Engagement Council started, progressed, or recommended a number of initiatives for UW Bothell. A summary of these activities in a mostly chronological order of achievement are presented below.

- **Carnegie Foundation Elective Community Engagement Classification.**

Since 2017 the council was involved in developing an application to seek the Carnegie Foundation Elective Community Engagement Classification. The application process was overseen by a Core Project Team and multiple Working Groups comprised of faculty and staff from across campus. Across the project, many listening sessions were held across campus and with community partners. The [completed application](#) was submitted in Spring of 2019 and in early Winter 2020 it was announced that UWB received the classification.



Figure 1: From right to left: Ed Buendia, Jeff Jensen, Kara Adams, Jason Naranjo, Shauna Carlisle.

- **Strategic Plan Participation and Priority Input.**

In 2019 a development of a new Campus Strategic Plan was undertaken by a planning committee. The Community Engagement Council had representatives participate on the committee and in developmental activities. Based on faculty, staff, student, and partner feedback, community engagement became incorporated into one of the three [Campus Priorities](#) of the new plan that include Strengthen Diversity and Equity; Enhance Community and Campus Engagement; and, Advance Cross-Disciplinary Teaching and Scholarship.

- **Developed and Awarded Two New Community Engagement Awards.**

Following the application for the Carnegie Classification a gap area was identified in our recognition of those doing Community Engagement, specifically by faculty and staff. As such, a Council working group on Faculty and Staff Awards was formed and tasked with outlining

award criteria and process. The working group formulated two awards that were funded by the Council budget this year. The information for these awards can be found in the Appendix. The [2020 Outstanding Community Engaged Scholar Award](#) was awarded to [Deborah Hathaway](#), a lecturer in the [School of Interdisciplinary Arts & Sciences](#), and the [2020 Outstanding Public Service Award](#) was awarded to staff member [Dani Rowland](#), associate librarian.

- **Supported and Facilitated Community Engagement Ballot Items of the GFO: Campus Community Engagement Learning Goal; Inclusive Scholarship Statement**

The development of these initiatives started during the Carnegie Classification application process and were also advanced by the CE Council through review, editing, and circulation for feedback. To implement these initiatives, they were brought to the GFO for a vote. The CE Council representatives helped inform their schools and units about these initiatives that were both passed in March 2019.

Outcomes Advanced and In-Progress

The work of the CE Council also incorporated advising and advancing Community Engagement initiatives for the administration. This work includes the following.

- **Community Engagement Action Plan.**
 - Drafted in 2018/19 and reviewed for feedback in 2019/20. The Plan will be circulated for approvals and acted on as funding allows in 2020/21. The Plan compiles and explains the gap areas identified from the Carnegie Classification Application process and the resource and management needs to address the gaps.
- **Updated Community Engagement Mission Statement.**
 - Drafted in 2018/19 and reviewed for feedback in 2019/20. The Statement will be circulated for approvals in 2020/21. The Mission Statement was reviewed and updated following the Carnegie Classification Application to more clearly and broadly capture Community Engagement at UW Bothell.
- **New Community Engagement Partnership Spectrum**
 - Drafted in 2018/19 and reviewed for feedback in 2019/20. The Spectrum will be circulated for approvals in 2020/21. The Partnership Spectrum provides a way to layout the different avenues of CE partnership at UW Bothell and consider the resource allocation needs of different types of partnerships. It will be a tool to help UWB members more clearly talk about partnerships and goals in the future, for example in promotion and tenure materials.
- **New Tri-Campus Community Engagement Course Designation (CEL) and Campus Level Definition**
 - The 2019/20 Curriculum & Co-Curriculum working group has been engaged in the Tri-campus discussions of a course designation and definition. The designation will continue to be reviewed next year.
- **Exploration of a Campus Community Engagement Partnership Strategy**
 - The 2019/20 Partnership working group met to consider a campus level partnership strategy, such as a placed-based strategy. While this would not account for all CE connections, it would be a campus effort that would communicate to partners and campus members a supported avenue of opportunity. The intention is for the working group to submit a proposal to the Investment Fund opportunity in the Fall.
- **Community Engagement Assessment and Key Indicators**
 - The 2019/20 Assessment working group met to consider what and how key indicators might be collected to tell UWB about our CE efforts. The working group explored current assessment tools and information about assessment from other universities.
- **Community Engagement Case Statement for External Funding (in Collaboration with Advancement)**
 - An opportunity to work with a group from Leadership Snohomish County was used to explore the development of case statement for community engagement. This work was informed and coordinated with the Advancement Office, the Director of Community Engagement Kara Adams and the Chair of the Community Engagement Council Deanna Kennedy. Due to the pandemic, the case statement is still in the works. This will be reviewed by the Community Engagement Council in early autumn 2020.
 - Established this year, here is the direct link for donors and sponsors to make a gift to Community Engagement: <https://www.uwb.edu/give/gift?source=UWBCEF>.

Planned but Postponed/Cancelled Events

Given the unexpected pandemic of late Winter and Spring quarter, a number of CE opportunities were postponed or cancelled. However, it is worth mentioning the events that would have been noted accomplishments for the CE Council this year. These include:

- **Imagine America Visit/Workshop**
- **Campus Compact Conference in Seattle (COVID-19 related)**
- **J.R. Jamison faculty scholarship for broad impact workshop (COVID-19 related)**
- **Peer campus visit to explore Community Engagement activities**

Chair of CE Council Specific Activities and Responsibilities

- Community Engagement Council Meeting facilitation
- Community Engagement Executive Team meetings facilitation.
- Community Engagement Council Working Group facilitation.
- Representative on Chancellors Leadership Committee (CLC) to work on:
 - Earth Day 2020 Initiative
 - Preview of Climate Survey Results
 - Institutional Infrastructure Planning submissions
- Contributor regarding Community Engagement infrastructure needs to the Institutional Infrastructure Planning submission by Academic Affairs
- Attending the UWB Community Partner Virtual Appreciation Event
- Participant in the UW/IA Planning for Imagining America visit (postponed)
- Community Engagement fund development with Advancement
- Member of the UWB Research Advisory Council
- Visits and discussions with stakeholder groups
 - Strategic Planning Committee (Sep. 2019, Oct. 2019, Nov. 2019, Dec. 2019, Feb 2020)
 - Council of Academic Deans (Nov. 2019, Jan 2020)
 - UWB Advancement (Monthly)
 - GFO Executive Committee (Nov. 2019, May 2020)
 - UAALC meeting to discuss CEL Course Designation (Jun 2020)
 - Office of Research (February 2020)

Organizational Mechanisms

- Council membership
 - Invitations sent for representation from campus schools, student and staff organizations, and partners
- Council meetings
 - September 2019 at UW Bothell
 - December 2019 at 21 Progress
 - February 2020 at UW Bothell
 - March 2020 via Zoom (intended to be at Workforce Snohomish)
 - May 2020 at via Zoom (intended to be at UW Bothell)
- Community Engagement Executive Team
 - Formed to conduct oversight and direct council meeting activities.
- Sharepoint used for storing council documentation

Communications

- Welcome letter
- Chair welcome letter to council (September 2020): <https://www.uwb.edu/community-engagement/about/community-engagement-council/newsletter>
- Maintenance of website
- Updated UWB Community Engagement Council website: <https://www.uwb.edu/community-engagement/about/community-engagement-council>
- News
 - The Mailroom <https://www.uwb.edu/advancement/marketing-communications/mailroom>
 - There are articles curated on the UWB Community Engagement webpage about community engagement activities <https://www.uwb.edu/community-engagement/stories>

Opportunities and Goals for 2020-2021

- Considering the transformative change of collaboration due to the pandemic, consider how the Council can help UWB become stronger and more resilient to disruptions and to remote CE teaching and research in the future.
- Develop connections and synergies with Diversity and Equity initiatives.
- Develop and prepare for roll-out of the CEL Course Designation Management Process
- Continue to plan for and pursue an exploration phase for a campus-level partnership strategy.
- Further the work on Community Engagement assessment that is happening across campus.
- Pursue funding for the CE Awards and other resource needs.
- Consider the postponed activities and the potential implementation of these in the future.
- Move forward the updated Community Engagement mission statement, partnership spectrum and CE Action plan.

Appendix

Community Engaged Learning (CEL) course description Curriculum/Co-Curriculum working group

Purpose: Create a student facing letter acronym and high-level description for community engaged learning courses.

Proposed tri-campus University of Washington Community Engaged Learning definition:

Community Engaged Learning (CEL) courses are hands-on, reflective, skill-building opportunities for you to engage with community partners through the mutually beneficial exchange of creativity, knowledge, and resources.

What has changed since we last met and provided feedback:

- Students said that “experiential” was too academic and they didn’t understand what they got out of the course. They recommended “hands-on” and “skill-building.”
- “Reflective” came out of a tri-campus conversation, faculty from UWT recommended.
- Added “for you” to be more personalized and speak to students directly. Modeled tone after “C” Composition course description:
<https://www.washington.edu/uaa/advising/degree-overview/general-education/>

Next steps before autumn 2020:

- UWT – share CEL description with APCC
- UWB – share CEL description with GFO curriculum committee, and undergraduate academic affairs advisor council (completed in June, 2020)
- UWS – share CEL description with Community Engagement Steering Committee and think about who else needs to see/approve at UWS

Timeline goals:

- Autumn 2020: Tri-campus group meet again to review campus-level feedback on proposed CEL learning goal
- Winter 2021: Registrar creates new CEL course designation
- Spring 2021: Can officially use new CEL course designation
- Autumn – Spring 2021: each campus develops own process for criteria and approval of CEL course designation.

Promoting an Inclusive Scholarship Statement

Approved by faculty vote in March 2020.

After document collection, review, & engagement with school leaders, the Faculty Rewards working group if the Carnegie application circulated and received endorsement by the Council of Deans and General Faculty Organization Executive Council (GFO EC) for the following statement. This was passed by GFO EC on December 4, 2018.

Motion for the Executive Council of the General Faculty Organization to:

1. Support this campus-wide definition and recommendations to schools/divisions
2. Forward our support and recommendations to the VCAA, in the expectation she will implement recommendations with deans
3. Encourage EC representatives to promote this definition and recommendations to elected faculty councils as well as deans in their home units

Promoting an Inclusive Definition of Scholarship at UW Bothell¹

We are committed to diverse forms of scholarship, and we believe that scholarship should be made public in meaningful and significant ways. Scholarship may contribute to disciplinary or interdisciplinary knowledge; be conducted in collaboration with community and organizational partners; and offer new theoretical insights or forge new fields of inquiry. Because of the breadth of scholarly activity and its conduct, the path and gestation period of any scholarly agenda will vary according to the nature of its questions and the means of their pursuit.

In order to ensure alignment with school- and division-based statements, we recommend that each unit complete a review of its P&T criteria (tenure- and lecturer-track) for inclusion of work on community-engagement and diversity, inclusion, and equity. Each unit should then review its P&T policies and practices to remove obstacles to the valuing of work that matches those criteria in P&T processes.

¹ UW Executive Order 45 provides guidance on scholarly attainments for all UW faculty, so we provide it here as context for the proposed UW Bothell statement. "All members of the faculties must demonstrate scholarly ability and attainments. Their qualifications are to be evaluated on the quality of their published and other creative work, the range and variety of their intellectual interests, their success in achieving an appropriate level of independence and/or collaboration, their success as appropriate in securing external support, their success in training graduate and professional students in scholarly methods, their participation and leadership in professional associations and in the editing of professional journals, and their potential for continued success in scholarly attainments. Attainment may be in the realm of scholarly investigation, in the realm of constructive contributions in professional fields, or in the realm of the creative arts."

New Undergraduate Campus-wide Community Engagement Learning Goal

Approved by faculty vote in March 2020.

Application of theory and skills that contribute to the public good through mutually beneficial engagement with community.

Rationale for a Community Engagement Undergraduate Learning Goal:

- The current learning goals do not directly reflect the importance of community engagement as a critical component of our institutional mission, rendering the campus's community engagement less visible and merely implicit.
- When designing courses and curricula, faculty may faithfully adhere to the current undergraduate learning goals and overlook the importance of embedding community engagement in curriculum.
- Even faculty who recognize the value of community engagement may be discouraged from developing community-based learning in the absence of direct support in the undergraduate learning goals.
- Committees reviewing faculty for merit and promotion may similarly refer to undergraduate learning when considering teaching activities and overlook the importance of community engagement to our mission.

Proposed New Community Engagement Mission Statement

Why revise? Streamlines wording, aligns with Carnegie Foundation Standards, maintains or strengthens ties to survey development, can help direct partnership strategies.

Current Mission Statement

As a regionally accountable public university, the University of Washington Bothell is committed to building and sustaining institutional and community partnerships designed to enhance student success and the well-being and prosperity of the North Puget Sound and Washington State. Through a wide network, our diverse students, faculty, staff, and administrative leadership focus on the goal of increasing the capacity of our region to identify and address local, national, and global challenges.

Recommended Revised Statement

The University of Washington Bothell is committed to reciprocal partnerships that contribute to the just and equitable development of the North Puget Sound region and Washington State. Our work with our students and community partners seeks to leverage our teaching and research in ways that increase the capacity of our region to identify and address local, national, and global challenges and opportunities.

Note: After our CE Mission, the definition of community engagement is stated (below) – this is not being revised:

- UW Bothell recognizes the definition of community engagement developed by the Carnegie Foundation for the advancement of teaching:
 - The collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity
 - The purpose of community engagement is the partnership of university knowledge and resources with those of the public and private sectors to enrich scholarship, research, and creative activity; enhance curriculum, teaching and learning; prepare an educated, engaged citizenry; strengthen democratic values and civic responsibility; address critical societal issues; and contribute to the public good.

Draft Partnership Spectrum - 12.5.2019

Level of community involvement, impact, trust, communication flow, and reciprocity

	Community Connection	Community Exchange	Community Collaboration
Engagement Description	<ul style="list-style-type: none"> Short term or one-time engagement Entities operate independently of one another Starting to understand mutual interests and potential to build partnership 	<ul style="list-style-type: none"> Developed or potential to develop ongoing engagement Mutual benefit to both or multiple parties involved. 	<ul style="list-style-type: none"> Strong bidirectional relationship and trust Multiple nodes of connection across different levels of staff, faculty, students. Entities have formed strong partnership structures Partnership meets the mission of both or multiple entities Resource sharing to support larger collaboration (space, staff, finances)
Engagement Activity Examples	<ul style="list-style-type: none"> Field tour Speaker in class Research participant Subject matter expert One-time sponsor Job posting 	<ul style="list-style-type: none"> Devoted student internship CBLR course projects or placements provided Co-developed training Speaker series Research collaborator Event sponsor where reciprocal benefits achieved 	<ul style="list-style-type: none"> Contributor to co-designed curriculum and programming Routinely provides course CBLR projects and/or placements Co-developer or co-investigator of research Co-sponsored or co-delivered events Board representation
Outcomes	Establishes communication channels for outreach.	Partners can articulate mutual benefit and reciprocity exchanged.	Broader regional impacts accomplished and measured together.
Examples of partnership:	<p>Tour of Boeing: Business operation class tours the Boeing warehouse on an annual basis. One-time engagement during the quarter. Tour has learning benefits for students, and recruitment benefits for Boeing.</p>	<p>City of Redmond – Mapping Communities course: City of Redmond provides ongoing CBLR projects for the Mapping Communities course on a yearly basis. Exchange is between one faculty/course. Projects have mutual benefits to City of Redmond and students.</p>	<p>Diversifying Pathways Project: 5-year partnership between the University of Washington Bothell, Marysville School District, Everett Community College, and Everett School District. The goal of this collaborative work is to develop and sustain cross-institutional partnership that support seamless academic student pathways for North Puget Sound residents from under-represented communities into teaching and healthcare careers.</p>
Resources	<p>\$50-\$200 - Examples:</p> <ul style="list-style-type: none"> Parking passes Speaker compensation Tour compensation Dream: Coffee cards 	<p>\$200-\$500 - Examples:</p> <ul style="list-style-type: none"> Space Materials for collaboration Appreciation gift 	<p>\$500-\$2000 - Examples:</p> <ul style="list-style-type: none"> Space Consultant/staff/student worker Partnership stipend Joint programing resources

Continuum draws from the following sources: 1) CTSA Community Engagement Key Function Committee Task Force on the Principals of Community Engagement (Second Edition). 2011. Figure 1.1. Community Engagement Continuum. 2) Business Operations article

Awards

The two new campus-level community engagement awards developed and awarded. Award operationalization and recognition supported by Office of Academic Affairs and CE Council Award Selection Committee.

[Outstanding Community-Engaged Scholar Award — Faculty](#)

Application deadline: March 25, 2020

The Outstanding Community-Engaged Scholar Award was created in 2020 by the Community Engagement Council. Given annually, the award recognizes impactful community-engaged scholarship by faculty at the University of Washington Bothell. UW Bothell defines [community engagement](#) as the collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity. Applicants selected receive one annual award of \$2,000.

[Outstanding Public Service Award— Staff & Faculty](#)

Application deadline: March 25, 2020

The Outstanding Public Service Award was created in 2020 by the Community Engagement Council. UW Bothell values the many staff and faculty members who engage in service independent of their positions on campus. Aligned with the [Carnegie Foundation's purpose of community engagement](#), this award recognizes staff and faculty service efforts that address critical societal issues; contribute to an engaged citizenry; strengthen democratic values and civic responsibility; and contribute to the public good. Applicants selected receive one annual award of \$2,000.