### Section V:
**Engaged Department Action Planning Worksheet**

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Component/Dimension 1
Student Leadership/Dimension III: Student Support For And Involvement In Community Efforts

Goal 1:
A vision and mission statement will be written for the UMD Education Department Student Association that will include community engagement.

Objectives 1:
Through a leadership development process students will develop a vision and mission statement for the UMD Education Department Student Association.

Goal 2:
Five measurable goals will be developed for the UMD Education Department Student Association.

Objective 2:
Students will engage in visioning, prioritizing, and goal setting as a leadership team to write at least 5 measurable goals for UMD Education Department Student Association for the 2010 school year.

<table>
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<tr>
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</tr>
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</table>
| The Engaged Department Grant Leadership Team met with student leaders from the UMD Education Department Student Association (Association for Child Education International) to discuss the need for a vision, mission, and goals. | An initial visioning and goal setting meeting convened in April of 2010. Data related to the current strengths and needs of the student organization was collected | • Annie Fellers  
• Brenda Stackle  
• Molly Minkkinen  
• Jackie Onchware  
• Cindy Ryan | Molly Minkkinen  
Joan Sargent-leadership consultant  
Paula Pederson-leadership consultant | April 2010 |
<p>| Students leaders from ACR discussed the current strengths and needs of the existing student association and participated in a guided planning session to identify unmet needs, as | | | | September 2010 |</p>
<table>
<thead>
<tr>
<th>Team Name</th>
<th>Description</th>
<th>Required Participants</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACEI Team</td>
<td>Began working with ACEI consultants in May 2010. They discussed the strengths and needs of ACEI as well early discussion about the roles and responsibilities of leaders.</td>
<td>Molly Minkkinen</td>
<td>Proposed completion: October 2010</td>
</tr>
<tr>
<td>Leadership Consultation Team</td>
<td>A leadership consultation team was requisitioned, and an initial meeting was held on April 1, 2010 to discuss the grant objectives, the existing infrastructure of the student association (ACEI), student leadership capacity, faculty support, and potential future direction.</td>
<td>Paula Pederson, consultant, Joan Sargent, Consultant, Molly Minkkinen</td>
<td>Initial meeting held on April 25, 2010</td>
</tr>
<tr>
<td></td>
<td>The leadership consultants and Molly Minkkinen met to discuss the grant parameters as well as provide an overview of the departmental and student association structures.</td>
<td>Molly Minkkinen</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The leadership consultation team met with ACEI student leaders and faculty to discuss the mission and goals of the student association, discuss student leadership, get to know each other, and brainstorm about the strengths and needs of the existing association.</td>
<td>Paula Pederson, consultant, Joan Sargent, Consultant, Molly Minkkinen, Cindy Ryan, Jackie Onchvari, Annie Fellers, Brendean Stacklie</td>
<td>Initial meeting held on May 5, 2010. Plans for two follow-up meeting are set for fall 2010</td>
</tr>
</tbody>
</table>
Component/Dimension 2  
Faculty Involvement and Support/Dimension II: Faculty Support for and Involvement in Community Engagement

Goal 1:  
Increased faculty involvement in community engagement activities.

Objective 1:  
Each academic program will increased faculty participation in community engagement activities by the end of the grant period.

Goal 2:  
Increase the number of community engagement activities that are infused in academic programs.

Objective 2:  
Each academic program will increase the number of faculty infusing community engagement opportunities into course expectations by the end of the grant period.

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| A departmental retreat will be held to identify current practices related to community engagement activities embedded in programs, as well as to identify untapped potential for collaboration and community work within the UMD Education Department. | Meeting minutes identifying 1. Current departmental community engagement practices.  
2. Potential opportunities for departmental community engagement.  
3. An action plan outlining strategies for improvement  
An increase in the number of faculty embedding community engagement in coursework. | UMD Education Department faculty                                                  | Molly Minkkinen  
Cindy Ryan  
Jackie Onchwari                        | Late September 2010                                                                 |
| Schedule a planning session with the student association leadership team (ACEI), the ACEI faculty liaisons, and the Department Head of the Education Department to discuss ways to bridge ACEI community engagement activities with faculty and departmental initiatives. | Meeting minutes identifying 1. Existing and potential community engagement opportunities.  
2. Potential opportunities to connect ACEI with faculty and departmental | Molly Minkkinen  
Jackie Onchwari  
Cindy Ryan  
Joyce Strand                                                                  | Molly Minkkinen                        | Early September 2010-End of grant period |
<table>
<thead>
<tr>
<th>initiatives</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Strategies for supporting students and faculty in developing community engagement opportunities.</td>
</tr>
</tbody>
</table>
Component/Dimension 3  
Faculty Leadership/Dimension II: Faculty Support For And Involvement In Community Engagement

**Goal 1:**  
Increase the number of UMD Education Department faculty who provide leadership to the department’s community engagement effort.

**Objective 1:**  
The number of UMD Education Department faculty in leadership roles related to community engagement efforts will increase the end of the grant period.

**Goal 2:**  
Increase the number of highly respected faculty members who serve as UMD Education Department community engagement leaders.

**Objective 2:**  
There will be an increase in tenured faculty involved in community engagement leadership by the end of the grant period.

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<tbody>
<tr>
<td>A departmental retreat will be held to identify current practices related to civic activities embedded in programs, as well as to identify untapped potential for collaboration and civic work within the Education Department.</td>
<td>Increased participation in community engagement activities led by individual faculty</td>
<td>UMD Education Department faculty</td>
<td>Molly Minkkinen Jackie Onchwari Joyce Strand (Department Head)</td>
<td>Fall semester 2010</td>
</tr>
<tr>
<td>Schedule regular meeting for UMD Education Department faculty interested in, or participating in community engagement leadership opportunities</td>
<td>Sustained and/or increased participation in leadership roles related to community engagement activities by UMD Education Department faculty</td>
<td>UMD Education Department faculty</td>
<td>Molly Minkkinen Jackie Onchwari Joyce Strand (Department Head)</td>
<td>Fall 2010-end of grant period</td>
</tr>
<tr>
<td>Provide individual support to faculty interested in developing engaged community activities</td>
<td>Increased participation in community engagement activities led by individual faculty</td>
<td>Molly Minkkinen Jackie Onchwari</td>
<td>Molly Minkkinen</td>
<td>Fall 2010-end of grant period</td>
</tr>
</tbody>
</table>
Component/Dimension 4
Community Partner Awareness/Dimension IV: Community Participation And Partnership

Goal 1:
The development of relationships between faculty, students, and appropriate Duluth community organizations around engaged efforts.

Objective 1:
Education Department faculty will increase their participation with students in engaged community initiatives by the end of the grant period.

Goal 2:
Education Department faculty will develop a broad agreement between the UMD Education Department and appropriate community agencies addressing goals for engagement. (Through the work of the Promising Neighborhoods grant application)

Objective 2:
UMD Education Department faculty and students will develop formal agreements with appropriate community agencies addressing the role and expectations of engaged activities by the end of the grant period.

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</table>
| Beginning in February of 2010 the UMD Engaged Department grantees (faculty and students) have met monthly with personnel from the Northland Foundation and the Duluth School District to develop relationships around civic opportunities, as well as share goals and philosophies per organization. | The development of a strategic plan delineating collaborative efforts to support community engagement. | • Molly Minkkinen  
• Annie Fellers  
• Brendaan Stacklie  
• Lynn Haglin (Northland Foundation)  
• Marilyn Larson (Duluth School District)  
• Ed Marsman (community activist) | Molly Minkkinen | Spring 2010       |
| In May of 2010 a letter of intent was submitted as an initial step to writing a Promise Neighborhoods grant in collaboration with a number of community organizations in Duluth. The grant will support the development of programs as services in the Lincoln Park. | A developed awareness of the department’s goals for community engagement and a full range of engagement opportunities available to students and faculty through grant related activities. | Molly Minkkinen  
Jackie Onchwari | | Fall Semester 2010-End of grant period |
<table>
<thead>
<tr>
<th>Community. UMD faculty and students will work closely with a number of active community organizations to write the grant with community engagement at the center of the proposed work.</th>
<th>Completion/submission of the Promise Neighborhoods grant application (a collaborative community effort)</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the Promising Neighborhoods grant is funded (I believe the proposed work will continue even if the grant is not funded)</td>
<td></td>
</tr>
</tbody>
</table>


Component/Dimension 5
Evaluation & Assessment/ V: Departmental Support for Community Engagement

**Goal 1:**
Develop an evaluation tool and data collection system that measures faculty and student participation in community engagement activities.

**Objective 1:**
A measurement tool and data collection/tracking system will be **developed** to evaluate community engaged participation and program quality by the end of the grant period.

**Goal 2:**
**Implementation** of a sustainable measurement system to assess engaged participation and program quality.

**Objective 2:**
A measurement tool and data collection/tracking system will be **implemented** to evaluate community engagement participation and program quality by the end of the grant period.

<table>
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</table>
| The development of a data collection tool and a data tracking system used to evaluate the Education Department's current departmental wide efforts related to the number, quality, and impact of community engaged activities. | The development of an assessment tool and a data tracking system. Data collection Data analysis | • Jackie Onchwari  
• Cindy Ryan  
Program contact faculty:  
• Jean Stevenson  
• Molly Minkkinen  
• Gerry Nierengarten  
• Julia Williams | Molly Minkkinen | Fall semester 2010  
On going |
| The development of a sustainable systematic effort to account for the numbers, quality, and impact of community engaged activities that are taking place throughout the UMD Education Department | The development of a comprehensive data lacking system that identifies numbers, quality, and impact of engaged activities taking place in the UMD Education Department | • Jackie Onchwari  
• Cindy Ryan  
Program contact faculty:  
• Jean Stevenson  
• Molly Minkkinen  
• Gerry Nierengarten  
• Julia Williams | Molly Minkkinen | Fall semester 2010 |