



Community-University Partnerships

Annual Report

June, 2002

Submitted by:

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Community-University Partnerships Annual Report AY 2001-2002

1. **Director's Statement of Accomplishments:** CUP has been in formal operation since Spring of 1999. The key accomplishments during the 2001-02 AY are summarized below.

Fiscal Support for CUP was nearly **\$ 390,000** including:

#	CSU Chancellor's Office: S-L Infrastructure	\$ 50,000
#	CSU Chancellor's Office: S-L Curriculum	50,000
#	CSUSB Match for Chancellor's Funding	25,000
#	President's Support(20% Percent)	100,000
#	Provost's Support	32,000
#	CA Wastewater Management Office	80,000
#	Division of Student Affairs	5,000
#	College of Natural Sciences	5,000
#	Learn and Serve American	8,200
#	Corporation for National Service (CSU)	11,000
#	FSPDCC: 01	5,085
#	FSPDCC: 02	11,000
#	CA Endowment	5,000
#	<u>Faith-Based Conference</u>	<u>2,275</u>
	Total	389,560

- ! Participated in bringing in another **\$240,000** of other external funding to CSUSB:
- ! Partnered in the submission of **\$2.5 Million** in grant applications with campus and community partners
- ! Formed PITAB: (Program Information Technology for Assisting Businesses) funded by the CA Wastewater Management Office (**\$80,000**)
- ! Worked on the following "direct" CUP partnerships:
 - # African-American Health Initiative
 - # National Outcomes Toolkit Taskforce
 - # San Bernardino Regional Outcomes Toolkit Project
 - # Vital Communities Dialogue Initiative
 - # Economic Gardening Project (PITAB)
 - # Arts on Fifth and Coyote Conservatory
 - # San Bernardino Regional Needs Assessment and Asset Mapping Project

Arrowhead Springs Development Project
Inland Empire Community Benefits Collaborative
Campus-Community Partnerships for Health Regional Network
Azusa Pacific Southern California Regional Service-Learning Conference
NASPA Project with Student Services
PAL Center Partnership
! Participated in the Strategic Planning for the Palm Desert Campus (chaired 3 committees)
! Secured Service-Learning and Community Partnerships as integral part of all academic efforts at the Palm Desert Campus.
! Participated in the WASC Self-Study Committee: Chaired the Theme III Committee on Community Partnerships
! Developed a “Partnership Grid” summarizing all community partnership efforts in the two Colleges which have been inventoried and all CUP Fellows
! Conducted Inventory of the College of Business and Public Administration
! Planned an Inventory of the Colleges of Natural Sciences and Arts and Letters for 2002-03 AY
!
! Conducted a national search for a new Coordinator of Service-Learning
! Funded and awarded 10 CUP Community Fellowships 2001-02 **(\$50,000)**
! Funded and awarded 11 Service-Learning Fellowships 2001-02 **(\$55,000)**
! Awarded 63 Community Fellowships **(\$205,000)** since Spring of 1999
! Supported other Community Partnerships with smaller amounts since Spring of 1999 **(\$25,000)**
! Directly Consulted with over 50 faculty in developing community partnerships
! Developed and presented year-long training for faculty on community partnering and RPT
! Developed and presented workshop series on Service-Learning and RPT
! Developed, identified, designed proposal for new space for 2002-2003
! Instituted and continued to work with the City of San Bernardino on the “University District”
! Instituted “ Vital Communities Dialogues” with five community partners
! Continued working with the “Nursing Enhancement” Project (St. BMC and CHSB) which brought in \$27,000 to the Nursing Department
! Continued to support the certificate program in Non-Profit Management, CSU funding
! Support over 175 CBOs via CUP and S-L Fellowships
! Conducted workshops on “Integrating Service-Learning” for the Teaching Resource Center
! Planned and conducted a TRC Workshop on “Teaching Techniques in Higher Education”
! Planned for the Fourth Annual Symposium
! Planned for a Regional Summit on Community Service Providers
! Expanded CUP Website and expanded efforts of the Web Site Manager
! Completed a summary of all “Scholarship Activities” generated by CUP Fellows (See Appendix A)
!
! Made over 20 presentations to community regarding CUP
! Made over 30 peer-reviewed, presentations regarding CUP at national meetings such as:
Lilly West Conference on Excellence in College Teaching, 1999-2002
Lilly Ohio Conference on Excellence in College Teaching, 1999-2002

Campus-Community Partnership for Health, 2002
 # Western Regional Campus Compact Annual Conference, 2002
 # American Association for Health Education National Convention, 2002
 # Community Partnership Training Workshop, 2002
 # Keynote Speaker, Lilly West Conference on Excellence in College Teaching, 2002
 # Keynote Speech, Homeless Conference, 2002
 # Faculty Workshop co-sponsored by the CSUSB TRC, 2002.
 # Forum on Faculty Roles & Rewards Conference, AAHE, 2002
 # Lilly Ohio Conference on Excellence in College Teaching, 2001
 # Campus Community Partnerships for Health and CSU Chancellor's Office, 2001
 # American School Health Association, 2001
 # Health Science and Human Ecology Department's Faculty/Student Seminar, 2001.
 # CSU Chancellor's Office Annual Service-Learning Symposium, 2001
 # American College Health Association, 2001
 # Invited Paper, Campus-Community Partnership for Health, 2001
 # American School Health Association, 2000
 # American Association for Health Education, 2000
 # Lilly West Conference on Excellence in College Teaching, 2000
 # Keynote Address, Texas School Health Association, 2000
 # Keynote Address, Florida School Health Association, 2000
 # Lilly- West Conference on College and University Teaching and Learning, 1999
 # Annual Continuums of Service Conference, 1999
 # CSU Fullerton Service-Learning Symposium, 1999

! Generated Successful Publications and Grants:

Educational Leadership
 # California Endowment
 # California Wellness Foundation
 # Western Regional Campus Compact Conference: Activists
 # Teaching Skills Study Awards: 2000-2001 = 4 Awards
 # Teaching Skills Study Awards: 2001-2002 = 6 Awards
 # California State University, CSU Chancellor's Office,
 # CSUSB President's Office
 # CSUSB Provost's Office
 # California Civic Partnership
 # California Healthy Cities and Communities Development Program
 # California Campus Compact
 # Learn and Serve America Grant Program
 # Radin Community Service-Learning Scholarship Grant
 # Community Hospital of San Bernardino Foundation
 # Community Hospital of San Bernardino General Fund
 # American School Health Association
 # National Endowment of the Humanities

University-Community Faculty Fellowship Grant
San Bernardino County Medical Center, and three local United Ways
The Healthcare Forum

! Developing federal proposals for “Community Outreach Partnership Center”
! Developed, pilot tested and implemented a CUP “Partnership Page”
! Facilitated the connection of many community groups with campus resources
! Directly working with 20 community and campus stakeholders
! Received significant external recognition (Finalist for Ehrlich S-L Award)
! Had two students named to the S*T*A*R*S award
! Lead strategic planning processes in the formation of CSUSB Palm Desert Campus
! Served leadership roles within:
Campus Community Partnerships for Health
CCPH Regional Network Formation
Western Regional Campus Compact
American Alliance of Health, Physical Education, Recreation, and Dance
American School Health Association
CDC Partnerships for Community Health
White House Commission on Women and Health
Community Partnership Affinity Group: CSU Chancellor’s Office
Azusa Pacific Service-Learning Symposium Planning Committee

! Maintained CUP Advisory Council
! Planned Inventories for Colleges of Natural Sciences and Arts and Letters
! Participated in the “Regional Needs Assessment and Asset Mapping” Project
! Partnered with UC Riverside in the San Bernardino Regional Health Assessment
! Assisted many faculty in developing Service-Learning Courses
! Assisted several Academic Departments in becoming “Engaged Departments”
! Developed new parts of the CSUSB Faculty Handbook
! Established “Types of Partnerships” materials
! Established “Criteria of High Quality Community Partnerships”
! Assisted several CBOs in development of their web sites
! Assisted Student Leadership and Development in Annual Awards Process
! Supported the Educational Psychology and Counseling Department as an “Engaged Dept.”
! Helped develop a “Risk Reduction MOU” for use by all CSU campuses
! Developed a standard MOU for CSUSB members to use in developing partnerships with local CBOs

! Developed the Following for the CUP Office of Service-Learning (S-L):
Long-term and short terms outcomes for S-L at CSUSB
Developed a planning committee to establish the S-L Cabinet
Developed a state-wide list of all S-L Coordinators and Directors
Developed a S-L Assessment instrument
Conducted an survey of all past CSUSB S-L Students
Developed a series of “Definitions of S-L” to be shared with S-L planners

- # Developed a series of “S-L Fact Sheets”
- # Developed “S-L Bylaws” for the S-L Cabinet
- # Developed a document called “What is Service-Learning?”
- # Developed a draft “S-L Organizational Chart”
- # Developed a draft “Charge for the S-L Cabinet”
- # Developed a draft for the “S-L Strategic Plan”
- # Developed a job description for the Coordinator of S-L
- # Developed a draft of “Characteristics of S-L Cabinet Members”
- # Developed a draft of “Benefits of Membership on the S-L Cabinet”
- # Developed a draft of the “S-L Coordinator Evaluation Form”
- # Developed a list of “Topics to be S-L Covered in the CUP Inventories of Colleges”

2. Present and Projected Activities:

The following are the present activities of CUP:

- ! Prepare Call for Fellowships for CUP and S-L for 2002-03
- ! Maintain the PITAB project
- ! Finalize search for S-L Coordinator
- ! Develop ground work for a new Partnership with the PAL Center in SB
- ! Finalize S-L Documents for planning the S-L Cabinet
- ! Searching for external funds to support CUP and S-L Fellowships
- ! Expand the CUP Website
- ! Work on bringing in more external funding to CUP
- ! Work with Finance and Administration on the partnership with the City of San Bernardino in developing a “University District” in and around the campus.
- ! Develop CUP Signs for Building and Across Campus
- ! Further exploring the opportunities to have a new physical facility for CUP as part of the “University District” or in the soon to be vacated Parking Services area.
- ! Participating in bringing in additional external funding to other CSUSB departments.
- ! Partnering with community groups in the submission of grant applications related to CUP activities.
- ! Collecting data regarding the “scholarship” efforts of CUP and S-L Fellows
- ! Maintain communication and liaison efforts with the CSU Chancellor’s Office
- ! Work with the WASC Theme III Sub-Committee.
- ! Work on the strategic plan for the Office of Service-Learning.
- ! Building involvement and participation of community and campus members in the CUP
- ! Building the CUP Advisory Council
- ! Help implement certificate program in Non-Profit Management.

- ! Planning for a possible third year of faculty training on partnerships.
- ! Work to develop a “Teaching Techniques Abstract Workshop” with the TRC
- ! Plan inventories for the Colleges of BPA and A & L.
- ! Assisting campus member in their applications for the Community and Service-Learning Fellowships.
- ! Planning the 5th Annual CUP Symposium in the Fall of 2002
- ! Developing community liaisons for the “Dialogue for Vital Communities”
- ! Improve and update CUP website.
- ! Develop a “Community Data Base” component of the CUP web page.
- ! Work to identify funding for a .5 secretarial staff for S-L
- ! Work to hire two student interns to assist with the CUP front office.
- ! Plan a monthly CUP Newsletter
- ! Plan future presentations to community regarding CUP
- ! Plan 5 peer-reviewed, presentations regarding CUP at national meetings
- ! Develop peer-reviewed articles regarding CUP for professional journals.
- ! Refine the CUP “Partnership Page” for use on the “Community Data Base”
- ! Work with “Somebody Cares Southland” on the planning for a Regional Summit on community providers.
- ! Facilitate the connection of community groups with campus resources.
- ! Work directly with 50 community and campus stakeholders to facilitate partnerships.
- ! Plan and implement weekly Executive Committee meeting and regular Advisory Board meetings and monthly Partnership Forum
- ! Re-write and submit the LOI to the CA Wellness Foundation to fund the “HealthConnect Regional Agenda for Health.”
- ! Communicate CUP activities via new website, regular email updates, reports to the campus and community.
- ! Plan the implement of the “Learn and Serve” Phase II grant.
- ! Develop the annual report to the CSU Chancellor’s office regarding Service-Learning Curriculum and Infrastructure Development grant.
- ! Develop the annual report for the “Learn and Serve” grant.
- ! Finalize the LOI for the third year of the CSU Service-Learning Curriculum and Infrastructure Development grant.
- ! Further refine the CUP budgetary process.
- ! Work to develop at least one more “Engaged Department” for the campus
- ! Develop standard MOUs to be used for community partnerships
- ! Develop a “Risk Management” MOU with the CSU Service-Learning Affinity Group on Risk Management in Service-Learning.
- ! Develop a summary and time lines for all CUP and S-L related local, regional, state and national awards and a method to notify potential nominees on campus.
- ! Develop CUP awards for faculty, students, community partners and community organizations for outstanding efforts in CUP and S-L related activities.
- ! Identify potential nominees for the S*T*A*R*S* awards from the Chancellor’s Office

- ! Conduct workshops for faculty and other campus members informing them as to the efforts of CUP and S-L.
- ! Work with local hospitals on the Nurse Enhancement” project
- ! Work on the efforts of the following “direct” CUP Partnerships

- ! African-American Health Initiative
- # National Outcomes Toolkit Taskforce
- # San Bernardino Regional Outcomes Toolkit Project
- # Vital Communities Dialogue Initiative
- # Economic Gardening Project (PITAB)
- # Arts on Fifth and Coyote Conservatory
- # San Bernardino Regional Needs Assessment and Asset Mapping Project
- # Arrowhead Springs Development Project
- # Inland Empire Community Benefits Collaborative
- # Campus-Community Partnerships for Health Regional Network
- # Azusa Pacific Southern California Regional Service-Learning Conference
- # NASPA Project with Student Services

The following are the projected activities of CUP for 2002-003:

- ! Prepare future calls for Fellowships for CUP and S-L for 2003-04
- ! Expand the PITAB project
- ! Identify six CSUSB health-related faculty to attend the CCPH/CSU Chancellor’s Office “Service-Learning in Health” Institute
- ! Finalize hiring and orientation of new S-L Coordinator
- ! Get more CSUSB students involved in CUP and S-L activities
- ! Further finalize S-L Documents for planning the S-L Cabinet
- ! Secure external funds to support CUP and S-L Fellowships
- ! Conduct the Azusa Pacific Regional Service-Learning Conference in November, 2002.
- ! Work on bringing in more external funding to CUP (Funding Prospectus)
- ! Finalize efforts with Finance and Administration on the partnership with the City of San Bernardino in developing a “University District” in and around the campus.
- ! Install CUP signs for buildings and across campus
- ! Attempt to finalize a new physical facility for CUP as part of the “University District” or in the soon to be vacated Parking Services area.
- ! Help bring additional external funding to other CSUSB departments.
- ! Partnering with community groups in the submission of grant applications related to CUP activities.
- ! Collect data regarding the “scholarship” efforts of this year’s and next year’s CUP and S-L Fellows.
- ! Expand communication and liaison efforts with the CSU Chancellor’s Office
- ! Work with the WASC Theme III Sub-Committee.
- ! Work on finalizing the strategic plan for the Office of Service-Learning.

- ! Conduct a strategic planning process for CUP after arrival of the new Coordinator of S-L.
- ! Build more involvement and participation of community and campus members in the CUP
- ! Build the CUP Advisory Council and gain three new members.
- ! Help re-energize the certificate program in Non-Profit Management.
- ! Planning for a possible fourth year of faculty training on partnerships.
- ! Implement a second year of “Teaching Techniques Abstract Workshop” with the TRC
- ! Conduct inventories for the Colleges of BPA and A & L.
- ! Assisting campus members in their applications for the Community and Service-Learning Fellowships.
- ! Conduct the 5th Annual CUP Symposium in the 2002 AY
- ! Finalize the results of the “Dialogue for Vital Communities.”
- ! Improve, expand and update CUP website.
- ! Implement a new “Community Data Base” component of the CUP web page.
- ! Identify funding for a .5 secretarial staff for S-L
- ! Hire two student interns to assist with the CUP front office.
- ! Publish the first issue of the monthly CUP Newsletter.
- ! Plan future presentations to community regarding CUP
- ! Implement five peer-reviewed, presentations regarding CUP at national meetings
- ! Submit peer-reviewed articles regarding CUP for professional journals.
- ! Finalize the CUP “Partnership Page” for use on the “Community Data Base”
- ! Finalize the plans with “Somebody Cares Southland” for the Regional Summit on community providers.
- ! Facilitate the connection of community groups with campus resources.
- ! Work directly with 50 community and campus stakeholders to facilitate partnerships.
- ! Plan and implement weekly Executive Committee meeting and regular Advisory Board meetings and monthly Partnership Forum
- ! Follow through with the LOI to the CA Wellness Foundation to fund the “HealthConnect Regional Agenda for Health.”
- ! Communicate CUP activities via new website, regular email updates, reports to the campus and community.
- ! Implement year two of the “Learn and Serve” Phase II grant.
- ! Develop the annual report to the CSU Chancellor’s office regarding Service-Learning Curriculum and Infrastructure Development grant.
- ! Develop the annual report for the “Learn and Serve” grant.
- ! Develop the LOI for the fourth year of the CSU Service-Learning Curriculum and Infrastructure Development grant.
- ! Further refine the CUP budgetary process.
- ! Develop and fund at least one more “Engaged Department” for the campus
- ! Finalize standard MOUs to be used for community partnerships
- ! Finalize the “Risk Management” MOU with the CSU Service-Learning Affinity Group on Risk Management in Service-Learning.
- ! Begin development of Risk Management procedures for S-L activities.
- ! Publish the summary and time lines for all CUP and S-L related local, regional, state and

- national awards and a method to notify potential nominees on campus to be presented at the 2002-03 Faculty Recognition Luncheon.
- ! Identify potential nominees for the S*T*A*R*S* awards from the Chancellor’s Office
 - ! Conduct workshops for faculty and other campus members informing them as to the efforts of CUP and S-L.
 - ! Continue efforts with local hospitals on the Nurse Enhancement” project
 - ! Continue the efforts of the following “direct” CUP Partnerships
 - # African-American Health Initiative
 - # National Outcomes Toolkit Taskforce
 - # San Bernardino Regional Outcomes Toolkit Project
 - # Vital Communities Dialogue Initiative
 - # Economic Gardening Project (PITAB)
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 - # San Bernardino Regional Needs Assessment and Asset Mapping Project
 - # Arrowhead Springs Development Project
 - # Inland Empire Community Benefits Collaborative
 - # Campus-Community Partnerships for Health Regional Network
 - # Azusa Pacific Southern California Regional Service-Learning Conference
 - # NASPA Project with Student Services
 - # Somebody Cares Southland
 - # PAL Center Partnership
 - ! Explore how to work with the new “Television Network” to gain program time for CUP and S-L.
 - ! Develop new Goals/Objectives for CUP: 2001-2002
 - ! Edit and Review the “CUP Community Indicators”
 - ! Update the CUP Brochure
 - ! Develop a CUP and S-L Newsletter
 - ! Finalize edits to the CSUSB Faculty Handbook to include CUP and SL materials
 - ! Finalize “New Programs” for CUP
 - ! Prepare CUP Budget draft for 2002-03
 - ! Prepare SL Budget draft for 2002-03
 - ! Look in to a “Promise Fellow” for CUP
 - ! Look into a Kaufman Fellowship Application
 - ! Type up, Develop or Summarize the following:
 - < SB Demographic Data
 - < “Total Learning Quality Management”
 - < SL Director’s Evaluation Format
 - < CUP Director’s Evaluation Format
 - < “Healthy Days” as indicators for health
 - < “Characteristics of an Engaged Campus”
 - < Suggestions from Tom Ehrlich
 - < Paper from Lilly Ohio on Community Engagement
 - < “Ethics and Community Engagement”

- ! Explore partnership with Arrowhead Farms Association and Newmark School with St. Bernardine Medical Center.
- ! Look into the possibility of a new reporting structure for CUP.
- 3. **Budget Statement AY 2001-02: See Attached Excel Document;**
- 4. **Budget Plan for AY 2002-2003: See Attached Excel Document:**
- 5. **Anticipated Grant-Development Activities:**
 - ! Develop partnership with City of San Bernardino and local builder to build CUP a new building
 - ! Seek California Endowment funding to support CUP Community activities and partnerships
 - ! Seek non-competitive funding from Federal Sources
 - ! Seek competitive funding from the California Endowment
 - ! Seek competitive funding from the California Wellness Foundation
 - ! Seek continued funding from the CA Wastewater Management Department
 - ! Seek funding from the CSU for Service-Learning
 - ! Seek other competitive funding
 - ! Work with President's Office to identify "Earmarked" funding
 - ! Seek baseline support from all the Academic Colleges, Student Affairs and College of Extended Learning.
 - ! Seek increased baseline support from Division of Student Affairs
 - ! Explore baseline support from College of Extended Learning