

Memorandum of Understanding (MOU)

Service Learning Project Fall 2012

(Brief accounting of the partnership, its activities and the responsibilities of each party.

Partnership between Lifebridge and “Sow, Reap, Consume” Learning Community

Courses:

HIS 101 World History I; IDS 189: Seminar in Interdisciplinary Studies; SMS 194 Health and Wellness

Director of Lifebridge: Mark Cote

Professors: Annette Chapman-Adisho, Elizabeth Duclos-Orsello, Chris Schoen

Goals For Service-Learning Project & Partnership Activities

- 1) Further the mission of Lifebridge and enhance student learning for first year students in learning community
- 2) Explore and break down stereotypes
- 3) Model and practice integration of knowledge and skills from three (or more) academic areas
- 4) Build a strong community of learners: peer, faculty and community members
- 5) Demonstrate that learning is a natural process that happens in many settings with many teachers
 - These are overarching goals for the PARTNERSHIP. The partnership activities are designed to meet specific goals for each organization and all four constituencies (Lifebridge staff, clients, Ssu faculty, students)
 - all activities – from both SSU and Lifebridge side—will key to these
 - As needed/desired there will be specific, measureable objectives for each organization and for students and clients so each partner can assess impact.

Brief Description/Overview of the Service Learning Project/Partnership

Throughout the fall semester, 2012, 18 first year students and 3 faculty in the Learning Community “Sow, Reap, Consume” will work in a collaborative and ongoing manner with staff and 5 clients at Lifebridge to further the goals of the first year Learning Community and further the mission of Lifebridge. Lifebridge is an organization focused on helping people move from homelessness to leading full and stable lives.

The learning community links three academic courses around the theme of food and focuses on assisting student as they transition to college, engage in intellectual exploration, integrate academic knowledge and skills, build community and a sense of self-efficacy.

The partnership combines a service-learning project for SSU with an opportunity for Lifebridge clients to explore higher education and participate in academic enrichment sessions facilitated by SSU faculty All four constituencies (clients, students, faculty and staff at Lifebridge) will both offer and receive benefits from this partnership.

Comment [ED1]: Mark, we were not sure of the precise term for these sessions . If there is language that you prefer, let us know. We were aiming for language that was less formal than “class” and more precise than just a general “discussion”

The partnership will include the following components:

- 1) Students assisting with preparation and delivery of meals at Lifebridge (10 hr/student)
- 2) Students and clients working together to assess dining environment/social context of eating meals at Lifebridge.
- 3) Faculty developing a syllabus for and offering 3 class sessions specifically for Lifebridge clients on site at Lifebridge
- 4) Clients completing class sessions and reflection activities offered by SSU faculty – including sessions on site at Lifebridge, at SSU and at the PEM. Some for clients alone; some with SSU students as part of Learning Community days.
- 5) Clients meeting at least once with a student team to discuss and advise on dining environment issues.
- 6) Lifebridge staff leading one class session at SSU for SSU students and leading an orientation session at Lifebridge for SSU students.
- 7) Students and clients presenting their suggestions about changes to the dining environment in a joint session – perhaps over a meal.

Specific Responsibilities and Tasks

SSU Faculty will:

- Introduce students to Service Learning and the partnership on 9/12 & accompany them to Lifebridge on 9/21
- Assess students' work on and completion of service learning activities.
 - Include consistent reflection activities for students throughout semester – 4 written elements
- Organize students into groups to partner with clients
- Provide students with academic support, skills and knowledge to ensure the completion of the service learning experience and course requirements
- Together, lead one class session on site at Lifebridge on 9/19 (9:00 – 10:45) to discuss (some/all of the following as desired by Lifebridge staff) SSU, our class/syllabus for them, the students they will be working with, and help facilitate a “Pre-reflection” activity (opening up conversation about perceptions, concerns, hopes for the semester)
- Individually, each professor will run one academic enrichment session with client partners on site at Lifebridge
 - 10/2 (Liz); 10/15 (Chris); 11/1 (Annette)
- Develop a syllabus for Lifebridge client participants with dates, activities
- Provide Lifebridge with syllabi for student version of courses as desired
- Provide Lifebridge clients with all necessary materials to be prepared for class sessions
- Be available to meet with/speak with client partners throughout semester re: issues related to classes, SSU etc. By arrangement.
- Agree to one mid-term meeting and one end-of-term meeting w/ Lifebridge to review partnership
- Organize an opportunity for Lifebridge clients to eat a meal at SSU during the semester (10/12)
- Arrange for service-learning grant \$ (\$1,000) to cover service-learning related expenses

Lifebridge Staff will:

- Identify and prepare clients for this partnership
- Introduce SSU students to Homelessness/Lifebridge 9/12 (at SSU) and offer an orientation to Lifebridge and the meals program 9/21 (at Lifebridge) [10-12:15 each day]
- Co-facilitate “Pre-reflection” activity with clients on 9/12 and icebreaker activity “Get to Know You” with clients and students at Lifebridge on 9/21
- Provide necessary support for clients involved in program
- Provide space for class sessions taught onsite at Lifebridge.
- Provide any transportation necessary to SSU campus and/or to other sites for class days (such as the PEM) as needed. Dates are at bottom of this document.
- Facilitate student volunteer hours when helping with meals program (each student must help twice) Jill Brown-(978-744-0500) is contact
- Supervise student volunteers and track student volunteer hours when helping with meals program.
- Agree to one mid-term meeting and one end-of-term meeting with SSU faculty to review partnership

SSU Students will:

For some of these activities students will be organized in small groups (3-4 students) and paired with one client. Students will:

- Submit service learning schedule and signed commitment of intent
- Spend at least 10 hours of time with Lifebridge client(s) / at Lifebridge during semester.
Time consist of (at minimum)
 - At least one group meetings with client partner
 - Assist with the existing meals program (prepare/serve/eat) twice. This volunteer work must be arranged with Lifebridge staff and must take place when Jesse is working in the kitchen. (Jill Brown-978-744-0500)
- Participate in the training/orientation/introductory sessions at SSU and Lifebridge as organized by professors during class time.
- Complete all four required written reflections as part of service-learning assignment
- Complete Final Project for Service-Learning. Work collaboratively with fellow students and client partner/consultant to evaluate the dining experience/environment at Lifebridge, develop suggestions for improvement and present these suggestions in formal presentation at end of the semester. Final presentation will also include staging the dining room.

Lifebridge Clients will:

- Attend each of the class sessions identified on the syllabus and prepare (as needed) for those sessions
 - The 9/19 session with SSU faculty at Lifebridge
 - The 9/21 orientation and icebreaker/introductory session with students at Lifebridge
 - Three (3) academic enrichment sessions (in the areas of History, Health and Wellness and Cultural Studies) facilitated by individual faculty members at Lifebridge
 - 10/2 – Liz Duclos-Orsello (Time TBD)
 - 10/15 – Chris Schoen
 - 11/1 – Annette Chapman-Adisho (Time TBD)

- Four (4) Learning Community/Lifebridge Community class sessions on
 - 9/28 – LC/LB Day – PEM Ansel Adams exhibit (10-12:15)
 - 10/12 – LC/LB Day – at SSU exploring/evaluating the dining environment at SSU (10-12:15)
 - 10/26 – LC/LB Day: Tortilla Soup (film) and lunch at SSU (10-12:15)
 - 11/28 – LC/LB Day PEM historic houses and culture of eating over time and place in art (10-12:15)
- Be paired with and agree to meet once (as a consultant) with students to facilitate student understanding of the dining/dining room environment as it currently exists and assist them in developing suggestions for future improvements. Date/time flexible.
- clients (or Lifebridge staff) will let faculty know in advance if there is an extenuating circumstance that will keep them from attendance/participation in one of the items above.

SET Dates for Partnership Activities

Unless otherwise noted, these will all run from 10-12:15

KEY: All in **YELLOW = Required for Lifebridge Clients** (those in white are just for SSU students)

LC Days = days when all faculty and all students in LC are meeting together

LB Days = Days in which all clients in project are meeting together with one or more SSU faculty

LC/LB Days = Days that all clients, students, faculty and Lifebridge staff are meeting together

9/12 – LC day (just for SSU students) 10:00-12:15 SB 109

- Mark Cote with us (11:00 – 12:15) – for second ½ of the day
- 1st ½ Round robin reading “Unhealthy Meals” (10:00- 10:50)
- 2nd ½ Preflection activity & introduction to Lifebridge and S-L project

9/19 – LB Day: SSU faculty at Lifebridge [preflection; introduction to us, our classes, topics, syllabus, the partnership] 9:00 – 10:45

9/21– LC/LB Day SSU students/faculty at Lifebridge 10:00 – 12:15

- Tour/introduction to service project/icebreaker: “Get to know you” Bingo

9/28 – LC/LB Day – PEM Ansel Adams exhibit 10:00 – 12:15 meet at PEM

10/2 – LB Day (Liz run a class session at Lifebridge) – Time TBD

10/12 – LC/LB Day – Dining at SSU & Evaluating the Dining Environments 10:00-12:15

- Meeting location at SSU TBD

10/15 – LB Day (Chris run a class session at Lifebridge) – time TBD

10/26 – LC/LB Day: Tortilla Soup (film) and sharing of meal (Howling Wolf) 10:00 – 12:15

- Meet at SSU. Location TBD

11/1 – LB Day (Annette run a class session at Lifebridge) – time TBD

11/9 – LC Day (shorter one): Planning day just for SSU students final creative projects & meal

11/28 – LC/LB Day PEM historic houses and culture of eating over time and place in art

12/5 – LC Day: Planning Day for Lifebridge Project

12/19 – (2:00 – 5:00) LC/LB Day FINAL SHARING OF RECOMMENDATIONS & Staging Dining Room

- At Lifebridge

Signatures for MOU

Mark Cote, Executive Director, Lifebridge

Date

Annette Chapman-Adisho, Ph.D.

Date

Elizabeth Duclos-Orsello, Ph.D.

Date

Chris Schoen, Ph.D.

Date

