

SOCI-A100-003: Introductory Sociology
Professor Sue Mennino
Service learning project

Each student will be actively involved in planning and executing one of the two following projects in collaboration with the Freret Neighborhood Center.

1. **Freret Hall of Fame Project.** There are two elements to this project:
 - a. Students will prepare a multimedia presentation showcasing well-known and longtime members of the Freret neighborhood. Students may incorporate photography, film, music and/or digital media. The final product may take any form: photo display, poster series, booklet, DVD, web page, blog, etc. Students should work together to determine the format of the final product and the media that will be used. Students should consult FNC staff and participating neighbors in making these decisions. A successful project will allow Freret Hall of Famers to tell their personal stories while also telling the story (past and present) of the Freret neighborhood. If necessary, students can check out media equipment (still cameras, videocameras, and digital voice recorders) from Monroe Library for a 24-hour period.
 - b. Students will work with each other and with FNC staff and participating neighbors to plan and execute a culminating event at the Neighborhood Center. The event should take place **before December 11th** (last day of classes). The goal of the event will be to unveil the Freret Hall of Fame Project and present it to members of the community. **All students participating in this project will be expected to contribute to the culminating event.**

2. **Art Gallery Show and Artists' Volunteer Program.** There are two elements to this project:
 - a. Students will plan and execute an art show at the Freret Neighborhood Center. The show should take place before **December 11th** (last day of classes). Students should work together to determine how to publicize the show in advance, how to contact and choose participating artists, how to curate the show and display artwork, etc. Students should consult FNC staff and participating neighbors in making these decisions. A successful art show will celebrate the diversity of creative expression in the Freret neighborhood and adhere to the requirements of the Artists' Volunteer Program (see below). **All students participating in this project will be expected to contribute to the event.**
 - b. Students will devise a plan for an Artists' Volunteer Program at FNC. The art show will mark the official kickoff of this program, which will allow local artists to display their art in the Freret Neighborhood Center for a predetermined time period (for example, 30 days) in exchange for volunteer work with the center (for example, teaching art during the afterschool program). Students should consult local artists and FNC staff as they devise their plan for this program. The written plan should include: the basic terms of the program (volunteer commitment and display time), criteria and limitations for displaying artwork at FNC (including recommended viewing hours), incentives for participating artists, plans for publicizing the program in various social networks and venues, a list of volunteer ideas for participating artists, and a system for verifying participating artists' volunteer hours. The written plan for AVP should be submitted to FNC staff by the date of the art show. In addition, flyers advertising the AVP should be produced and distributed at the art show.

3. Students should work in two approximately equal-sized groups. Groups should be formed by **September 21st, 2009.**

4. Make sure that any participating neighbors receive, understand, and sign a release form, which will be distributed in class. All students should read this form for themselves. Students should give all signed release forms to FNC staff. Under no circumstances should any interviews or conversational material gathered from participating neighbors be shared in any public form (Youtube, etc.) without permission.
5. Each group should begin by getting a tour of FNC and an overview of its programs. Tours must be scheduled in advance with FNC staff, but must be completed by **September 25th, 2009**.
6. Each group should submit weekly progress reports to Professor Mennino via Blackboard between **September 28th and December 11th**. Progress reports should indicate what has been accomplished during the week, what still needs to be done or decided, key achievements for the week, and key challenges. Each student in the group will take turns submitting progress reports for the group.
7. Event dates must be cleared with FNC staff and finalized by **October 2nd, 2009**.
8. Each group should work together to gather or procure any necessary supplies for their projects. The Office of Service Learning will reimburse up to \$150 in project expenses for each group (*only with submission of appropriate receipts*). FNC may also be able to defray project costs. Students should check with FNC staff on this.
9. Interact with FNC staff and participating neighbors in a friendly, respectful way.
10. Dress and act in an appropriate and mature manner during all visits to FNC and during all conversations and visits with participating neighbors.
11. When visiting the Center, sign in and sign out at the front desk.
12. Complete a short reflection assignment on the project at the end of the semester, as well as a peer evaluation.
13. Every student who successfully completes the project will receive a transcript notation at the end of the semester. Project hours may be used to fulfill your SJS requirements.

Staff members at Freret Neighborhood Center will be expected to:

1. Communicate with students in a timely and responsive manner throughout the semester. The primary contacts are Kimberly VanWagner, Director, and Kate Peak, Community Organizer. The phone number at the Center is 504-373-6403. Email addresses are kimberlyvanwagner@nhsnola.org and katepeak@nhsnola.org.
2. Arrange tours of the Center for each group. Tours should take place before **September 25, 2009**. Tours will include meeting potential participants and setting up appointments with this initial contact group.
3. Facilitate contacts throughout the semester between members of the Freret community and Loyola students. This may include arranging home visits or phone calls, making introductions, and/or arranging meetings or interviews at the Center.

4. Notify students in advance about neighborhood events where they might meet potential participants.
5. Consult and coordinate with each group about their projects and events as necessary. Work with students to schedule events at the Center.
6. Visit SOCI-A100-003 once **prior to September 18th, 2009** for an initial orientation and discussion with students in the class. Visit SOCI-A100-003 a second time at the end of the semester to provide feedback on the performance of each group and evaluate the quality of project outcomes.

Professor Sue Mennino will be expected to:

1. Work to integrate students' projects and events into class discussions and create connections between course material and students' service learning activities.
2. Give students some class time to work on scheduling and planning their projects and events.
3. Work with FNC staff to schedule two in-class visits, one prior to **September 18th, 2009**, and a second at the end of the semester.
4. Review feedback from FNC staff and participating neighbors as well as the Office of Service Learning.
5. Review weekly progress reports and monitor students' adherence to deadlines.
6. Review the finished products for both projects and if possible attend culminating events.
7. Assign and review final reflection assignments and peer evaluations from students.
8. Assign grades for the service learning project on the basis of #4, #5, #6 and #7. Grades on the service learning project will count for 30 % of students' final grades in the course.

The Office of Service Learning will be expected to:

1. Consult and coordinate with students, Professor Mennino, and FNC staff throughout the project and provide support as necessary.
2. Attend one class session to distribute and collect liability waivers and explain service learning procedures.
3. Consult with Professor Mennino about reflection assignments and peer evaluations. If requested, draft, distribute and collect these items for Professor Mennino's review.
4. Review the outcomes of both projects and if possible attend culminating events.
5. Reimburse up to \$150 in expenses associated with each project (*only with submission of appropriate receipts*).

6. Ensure that every student who successfully completes the project receives a transcript notation at the end of the semester as a record of his/her service learning work.
7. Help students with transportation arrangements and distribute RTA tokens as necessary.

Transportation details:

The Freret Neighborhood Center is located at 4605 Freret Street (at the intersection of Cadiz). It is 0.8 miles from Loyola, about a 15 minute walk. Students who wish to take the #15 bus (Freret) may pick up free RTA tokens in the Office of Service Learning in Bobet 113. The #15 bus runs approximately every 30-40 minutes along the length of Freret Street. Project may also involve visits to the homes of participating neighbors. Most of these will be in the Freret neighborhood, within walking distance of Loyola or accessible by the #15 bus.

I/we understand all the expectations stated above. We commit ourselves to meeting these expectations and making this project a valuable experience for Loyola students and the Freret community.

Kimberly Van Wagner, FNC Director

Kate Peak, FNC Community Organizer

Professor Sue Mennino

Kelly Brotzman, Office of Service Learning

Participating students:
