

Engaged Learning Courses Guidelines for Fall 2020

Engaged Learning courses may look and feel very different in Fall 2020, but in an effort to preserve the deep learning experiences of students, we encourage the following guidelines:

- 1) Where/when possible, move the experience to a virtual/online modality (e.g., virtual internships, virtual community-engaged projects, online research projects)
- 2) If working with external organizations, shift work to remote/online projects with the external organization.
- 3) If in-person experiences are acceptable to and desired by all parties, and/or required by the position/industry/academic program, follow the guidelines of the state, city, and the partner organization hosting Loyola students.
- 4) A community site may choose not to accept a student considering health guidelines, given their clientele (e.g., vulnerable populations), and the guidelines of the state and city;
- 5) A student may choose not to go to an in-person site if they have documented health concerns or other extenuating circumstances, and an alternative virtual project or experience may be chosen
- 6) Hours dedicated to engaged learning experience has some flexibility to include time-on-task and project-based work, such as reflection assignments dedicated to the experience and/or learning portfolio creation

Best Practices for virtual/remote engaged learning experiences include:

- 7) Develop online reflection assignments (oral, written, and creative)
- 8) Construct ongoing and summative reflection assignments or projects via online modalities, such as learning portfolios (eportfolios)
- 9) Meet with external partners online and continue regular meetings and communication via online formats.
- 10) Mid-point and end-of-semester evaluation forms filled out by site supervisors
- 11) Construct weekly check-ins between student and site supervisor virtually
- 12) Students complete weekly hour logs to track hours dedicated experience to create accountability
- 13) Students input their Engaged Learning experience (e.g., site) information into LOCUS in a timely manner