



REPORTING CIVIC ENGAGEMENT ACTIVITY WITHIN WATERMARK FACULTY SUCCESS

Illinois State University

Updated 9/9/2021

OVERVIEW

Civic engagement involves "working to make a difference in the civic life of our communities and developing the combination of knowledge, skills, values and motivation to make that difference. It means promoting the quality of life in a community, through both political and non-political processes" (Excerpted from *Civic Responsibility and Higher Education*, edited by Thomas Ehrlich, published by Oryx Press, 2000, Preface, page vi.)

Community engagement is a subset of civic engagement whereby faculty/staff/students partner with the community to achieve the above definition. Partnership with the community involves a mutually beneficial exchange of knowledge and/or resources in a context of reciprocity for the purpose of contributing to the public good.

Annual civic engagement reporting is being conducted to:

- Contribute to the comprehensive story about ISU's community engagement.
- Elevate faculty engaged scholarship, teaching, and service as well as student engagement.
- Promote greater improvements in interdisciplinary and campus-community collaborations centered around the communities' most pressing issues.
- Support fundraising and development efforts.
- Provide a means to track progress toward strategic directions, objectives, and actions identified in *Educate Connect Elevate: Illinois State—The Strategic Plan for Illinois' First Public University 2018–2023*.

Reporting will be open and ongoing with **annual deadlines** aligning with the University's faculty performance evaluation review/annual productivity report timeline which requests faculty reports on or near **January 5**.

Faculty/Staff who are primary instructors of record of a class have access to [Watermark Faculty Success](#) (formerly Digital Measures) to report any curricular civic engagement with students as well as any civically engaged scholarship/research and public service.

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WATERMARK FACULTY SUCCESS (formerly Digital Measures)

Watermark Faculty Success will be used to report civic engagement within [for-credit classes](#) and [directed student learning experiences](#) as well as [faculty scholarship](#) and [public service](#). It can be accessed by visiting <https://www.digitalmeasures.com/login/ilstu/faculty/app>

Curricular/Co-Curricular Civic Engagement Reporting

To report any civic engagement within a class, visit the "[Scheduled Teaching](#)" and/or "[Directed Student Learning](#)" screens under the Teaching category.

▼ Teaching

Faculty Academic Advising

Directed Student Learning (e.g., theses, dissertations)

Non-Credit Instruction Taught

Scheduled Teaching

Curricular Development and Design

Scheduled Teaching

Faculty/Staff who are the primary instructor of record of a class will see their classes listed under the "Scheduled Teaching" screen.

To report a community partnership with any of those classes, click on the class and answer the "Community" questions found beneath the class information. Add partnerships for that class by selecting the number of partnerships and clicking the "+Add" button.

Community

Did you collaborate/partner with community (individuals, groups, and/or organizations external to campus) for this class? A partnership with community involves a mutually beneficial exchange of knowledge and/or resources in a context of reciprocity for the purpose of contributing to the public good. If yes, please add your partnerships below.

1st Partnership

Organization/Group Name	<input type="text"/>
Location of engagement/intended impact (City, State, Country)	<input type="text"/>
Number of participating students	<input type="text"/>
Hours of engagement per student	<input type="text"/>
Brief Description	<input type="text"/>

Note: Within the description please include an overview of the assignment students completed, the purpose/goal of the partnership, the community issue/need addressed, anticipated outcomes/impacts, length of partnership, and any other additional information.

How did students complete this assignment with community?

Select the number of partnership rows to add:

If the class did not work with a community partner, but experienced another form of civic engagement, check the "Civic Engagement" tag at the bottom of the page. *Please also check this box if there was a community partnership.*

Tags/Keywords

Civic Engagement

Diversity & Equity

Other

Directed Student Learning

Faculty/Staff who are not the primary instructor of record for a class (such as clinical instructors who facilitate laboratory or clinical site experiences) and do not have the class listed under "Scheduled Teaching" can report their community partnerships and civic engagement in the "Directed Student Learning" screen.

Faculty/Staff who are advisors for registered student organizations can also report on any co-curricular civic engagement they helped facilitate with their student group. Complete relevant questions about the class/experience.

Involvement Type	Clinical Supervision	
Explanation of "Other"		

Student Information	
1st Student Name	
Student First Name	Student Last Name
<input type="text"/>	<input type="text"/>
Select the number of student name rows to add: <input type="text" value="1"/> <input type="button" value="Add"/>	
Student's Home Department/School <input type="text"/>	
Explanation of "Other" <input type="text"/>	
Department Code <input type="text"/>	Course Number <input type="text"/>
Number of Credit Hours <input type="text"/>	
Title of Student's Work <input type="text"/>	
Stage of Completion <input type="text"/>	
Comments <input type="text"/>	

Note: For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

Date Started	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date Defended/Completed	<input type="text"/>	<input type="text"/>	<input type="text"/>

If there was a community partnership for this student experience, complete the community questions. Add partnerships by selecting the number of partnerships and clicking the "+Add" button.

Community
Did you collaborate/partner with community (individuals, groups, and/or organizations external to campus) for this class? A partnership with community involves a mutually beneficial exchange of knowledge and/or resources in a context of reciprocity for the purpose of contributing to the public good. If yes, please add your partnerships below.

1st Partnership

Organization/Group Name	<input type="text"/>
Location of engagement/intended impact (City, State, Country)	<input type="text"/>
Number of participating students	<input type="text"/>
Hours of engagement per student	<input type="text"/>
Brief Description	<input type="text"/>

Note: Within the description please include an overview of the assignment students completed, the purpose/goal of the partnership, the community issue/need addressed, anticipated outcomes/impacts, length of partnership, and any other additional information.

How did students complete this assignment with community?

Select the number of partnership rows to add: **+Add**

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If the student(s) did not work with a community partner, but experienced another form of civic engagement, check the "Civic Engagement" tag at the bottom of the page. Please also check this box if there was a community partnership.

Tags/Keywords Civic Engagement
 Diversity & Equity
 Other

Faculty Civically Engaged Scholarship Reporting

To report any civic engagement within faculty scholarship, visit the "Intellectual Contributions/Publications," "Intellectual Property," and/or "Presentations" screens under the "Scholarship/Research" category.

▼ Scholarship/Research

Performances and Exhibits
Biographical Sketch - NIH | NSF
Contracts, Fellowships, Grants and Sponsored Research

Intellectual Contributions/Publications
Intellectual Property
Presentations

If community was partnered with at any point in the production of a publication, patent/copyright, or presentation, please answer the following questions. Add partnerships by selecting the number of partnerships and clicking the "+Add" button.

Community

Did you partner with community (individuals, groups, and/or organizations external to campus) at any point during the process of creating this scholarship or creative activity? A partnership with community involves a mutually beneficial exchange of knowledge and/or resources in a context of reciprocity for the purpose of contributing to the public good. If yes, please add your partnerships below.

1st Community Partnership

Please list the name of the organization or group with which you partnered.

Organization/Group Name:

Location of engagement/intended impact (City, State, Country):

Start Date: / /

End Date: / /

Select the number of community partnership rows to add:

Brief Description:

Note: Within the description please include an overview of the assignment students completed, the purpose/goal of the partnership, the community issue/need addressed, anticipated outcomes/impacts, length of partnership, and any other additional information.

These questions are available on all three screens listed above. If there was no community partnership, but there was another form of civic engagement, check the "Civic Engagement" tag. *Please also check this box if there was a community partnership.*

Tags/Keywords Civic Engagement
 Diversity & Equity
 Other

PLEASE NOTE: Grants, contracts, and sponsored research involving community partners are already collected via Cayuse. If a performance/exhibit or a grant, contract, fellowship, or sponsored research involved any civic or community engagement, please check the "Civic Engagement" tag on the relevant screen.

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Faculty Public Service Reporting

No additional questions were added to the "Public Service" screen under the "Service" category. Please check the "Civic Engagement" tag after answering the relevant questions about any public service with community.

Organization/Committee/Club	<input type="text"/>
Position/Role	<input type="text"/>
Explanation of "Other"	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Country	<input type="text"/>
Approx. Number of Hours Spent Per Year	<input type="text"/>
Were you elected or appointed?	<input type="text"/>
Was this compensated or pro bono?	<input type="text"/>
Audience	<input type="text"/>
Served Ex-Officio?	<input type="text"/>
Responsibilities/Brief Description (30 Words or Fewer)	<input type="text"/>
Brief Description of Committee's Key Accomplishments	<input type="text"/>

Note: For activities that are/were only on one day, leave the start date blank and specify the end date.

Start Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
End Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tags/Keywords	<input checked="" type="checkbox"/> Civic Engagement <input type="checkbox"/> Diversity & Equity		