

**Handout #1 – Agenda for Service Learning Planning: Identifying a Service Learning Project****Agenda – Service Learning Planning: Identifying a Service Learning Project**

Meeting Date: **Jan 14, 2012** Start time: **12:10pm** End time: \_\_\_\_\_

Purpose: Identify some Service Learning Projects

Facilitator:

Timekeeper:

Recorder:

Attending members:

- |  |   |
|--|---|
| 1. Review agenda.  | Facilitator / 30 seconds                                    |
| 2. Brainstorm possible ideas for service learning projects.  | All – Recorder to capture ideas on chart paper / 60 seconds |
| 3. Determine which ideas meet the SMART goal requirements.   | All / 6 minutes   |
| 4. Rank order the service learning projects that met SMART goals:<br>1 = first choice up to 4 = last choice. | All / 6 minutes   |
| 5. Determine who will present service learning projects to the class.  | All / 90 seconds  |