

## Community-Based Learning (CBL) Course Designation

### CBL Definition:

CBL is **an academic experience that involves students working with individuals, groups, or organizations in ways structured to meet community-defined needs.** Community-Based Learning prepares students to understand common challenges facing humanity, identify systemic problems, and develop a commitment to their communities, especially “people who live and work in poverty, illness, inequality, hopelessness, and other social disparities.”

### CBL Designation Process:

CBL is Ignatian pedagogy in action. CBL is a high-impact practice which supports the Ignatian pedagogical paradigm. Designation of CBL courses is essential to assisting the University in recognizing the community-engaged work accomplished by faculty, students and community partners. Students also benefit from taking CBL designated courses. The CBL designation on transcripts or resumes indicate to potential employers or graduate programs that students have participated in community work. Consequently, it is preferred if CBL engaged-faculty seek CBL course designation; however, there is no requirement to do so.

Faculty across the University can receive CBL course designation for existing courses, revamped/revised courses or new courses. If the course is taught by multiple faculty in different sections, the CBL designation is awarded to only the faculty members who sought CBL designation. If multiple faculty wish to have all sections of a course designated as a CBL, the proposer should indicate this on the proposal sheet and obtain faculty signatures on the CBL Course Proposal Signature Sheet.

All courses designated as CBL courses will be designated as “SL” for transcript/Banner purposes. Once a course is designation as a CBL course, the CBL Office will notify the Registrar of the faculty’s course which should be designated as “SL”.

The CBL course designation process is a separate process from the FSCC and/or CCC curriculum review process. It is recommended that new and revised courses seek course approval through the FSCC and/or CCC curriculum review process first. Then apply for CBL designation through the CBL Office. Existing courses can seek CBL designation at any time. CBL designation is awarded by the CBL Faculty Coordinator and CBL Board Chair with broader input from CBL Board as needed. Applications for CBL designation are accepted on a continual basis. See step by step instructions below:

1. Receive department approval prior to seeking CBL designation.
2. Complete the CBL Course Designation Proposal Signature Sheet and CBL Course Designation Form.
3. Attach course syllabus with areas relevant to CBL designation highlighted and sample items as indicated on CBL Course Designation Form.
4. Email application to: the CBL Office at [cbl@scranton.edu](mailto:cbl@scranton.edu).
4. Upon receipt the proposal will be reviewed by the CBL Faculty Coordinator and CBL Board Chair within a month to see if the course meets the CBL criteria detailed in application. The faculty proposer and/or CBL Board input will be sought as needed.

6. The CBL Office will send final approval to the faculty seeking CBL designation. The CBL Board will be notified at the following board meeting.

7. Please note it may take a few months to receive CBL designation. In order for the “SL” attribute to be assigned to the CBL course in Banner, the CBL Office will notify the Registrar as soon as the CBL approval is designated.