



ACADEMIC CREDIT FOR ELECTION ENGAGEMENT FELLOWS

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INTRODUCTION

In addition to working with administrators, faculty and student leaders, [Campus Election Engagement Project](http://www.campuselect.org) (CEEP) has engaged student Fellows to help carry out nonpartisan campus electoral engagement efforts. Trained, supported and guided by their CEEP State Director, these Fellows work to collaborate with campus nonpartisan engagement coalitions, recruit teams of volunteer peers and engage their campus in all the nonpartisan ways that are possible. These Fellows can make a major difference in your voter registration, voter education and get out the vote initiatives.

Supporting electoral engagement through academic credit

You can incorporate student nonpartisan electoral volunteering as a service-learning requirement for a particular course or as an independent study contract. You can give credit to an individual student who is particularly interested or recruit a team to work together collaboratively. Academic credit Fellow(s) should participate in leading engagement efforts and conclude with a follow-up reflection or final report of their work. If students have more modest amounts of time available, you can give them credit to volunteer in existing campus election engagement efforts, without taking on the responsibility of helping coordinate them.

GETTING STARTED

Identify where this model fits

Being a faculty member gives you a great opportunity to bring this Fellowship program to your campus. While you have the option of overseeing this Fellowship program, we understand that the commitment may be more than you want to take on as a faculty member. If this is the case, but you still want to see this program flourish on your campus, you can reach out to other departments and professors who would be interested in helping you bring this program to your students.

Here's some examples of people and departments to reach out to in order to find a professor:

- **Any service-learning courses:** Many disciplines have courses that require semester- or quarter-long projects with real-world components. Sociology, political science,

anthropology, communications, or psychology courses—even an English or composition course—could easily use election engagement experience as a centerpiece for learning and reflection.

- **The political science department:** They may know of a professor willing to sponsor a student. If existing courses do not have sufficient service-learning requirements, faculty can grant independent study credit for a similar process of engagement and reflection.
- **Campus Advisors:** Sometimes the Campus Advisors we work with are also professors or faculty members. If this is the case, they could easily sponsor an academic credit Fellow.
- **Professor or faculty member you've worked with in the past:** Have you worked with an interested faculty member or professor in the past who's expressed an interest in civic engagement? This might be an opportunity for them.
- **Maybe you're a faculty member:** If you are a faculty member or professor at a university, you are eligible to sponsor some academic credit Fellows. All you'd have to do is create a credit structure combining engagement and reflection.

SUPPORTING YOUR FELLOWS

Your role as a professor does not change much when you get academic credit Fellows. If you've had an independent study student before, it will be similar to that, except you will have more support through CEEP. The CEEP State Director will hold regular meetings with the academic credit Fellows and oversee all of their events and research. Your main role as the Campus Advisor or overseeing professor is to ensure they are well connected on campus and that they are meeting the requirements for the credits they are earning. Each university and each professor will have slightly different hourly and event requirements for your academic Fellows, so you must adjust accordingly.

The James Madison University model

CEEP partner James Madison University (JMU) developed this approach in 2013 while CEEP was engaging campuses in Virginia's statewide elections. As part of her social work senior seminar, JMU social work professor Laura Trull required an extensive semester-long service-learning project. Students would select a particular problem and volunteer with a community agency that worked to address it, applying lessons from their courses while working towards a solution. They'd also write a paper describing the problem they took on the role of their partner agency, and impact in tackling the problem. Together with an accompanying class presentation, their project constituted 40 percent of their grade.

Professor Trull offered students a selection of different projects to fulfill this requirement, including helping run JMU's nonpartisan election engagement efforts. Four students signed up to work as a team to engage the campus, collaborating with other participants in JMU's engagement coalition. Encouraged to tap into existing relationships and networks, they emphasized face-to-face conversations, as they registered voters, collected pledges to vote and distributed resources like CEEP's nonpartisan candidate guides. They also held rallies, organized flash mobs and arranged shuttles and other rides to the polls.

What you can do with your Fellows

The JMU model is a great example to use as you guide your academic credit Fellows through the semester. Just like the other Fellows, their curriculum will be focused around registering and educating students, getting out the vote and measuring their impact.

1. **Register and educate** students on your campus. The JMU Fellows held weekly meetings with student government leaders and key organizations like the College Democrats, Republicans and Libertarians. They coordinated campus events, attended classes and meetings for outreach and were featured on the local community news and in the campus newspaper.
2. **Get out the vote** by finding exciting ways to remind others of the election. On Election Day, the JMU interns started their outreach at 5 a.m. and did not stop until the polls closed. An *a capella* group that one of the interns belonged to sang at key campus locations to remind students to turn out and vote.
3. **Measure your impact** by tracking voter registration forms completed, number of attendees at events, class raps performed, etc. This will help your campus team measure engagement progress, so future participants can learn from what worked and what didn't.

Examples of what student Fellows can do:

- Helping create a nonpartisan brand that uses your campus website, social media and posters to identify your nonpartisan campaign. West Chester created Dub C Votes;
- Finding allies among campus organizations, departments and leaders, helping them develop their outreach plans;
- Recruiting volunteer teams of 15-20 other students, and recruit volunteers, building on existing relationships and networks;
- Promoting voter registration, from volunteering to register voters at first-year orientation or move-in to assisting with National Voter Registration Day;
- Helping students get the necessary ID to register and vote, and meet new legal requirements;
- Organizing tabling and canvassing activities, from classroom presentations to residential “dorm storms”;
- Bringing in guest speakers to educate students about the logistics of voting;
- Distributing CEEP’s [Nonpartisan Candidate Guides](#) and related nonpartisan materials to engage students in key topical issues, and fostering related discussion;
- Organizing campus debates, forums and debate watch parties;
- Enlisting students as poll workers;
- Collecting pledges to vote;
- Running phone banks to confirm student registration status and remind students to vote; and
- Creating and implementing a “get out the vote campaign,” both for early voting dates and for Election Day. This includes coordinating everything from transportation to visibility, plus providing key information on where students would vote and what they needed to bring for ID.

For further information, contact your State Director or CEEP National Fellowship Director Courtney Cochran at courtney@campuselect.org.

CREATING A SUSTAINABLE MODEL

After establishing an academic credit Fellow at your university, it is incredibly important that you make this Fellowship sustainable so that it continues on without you. Because of the nature of academic credit experiences, you will have to recruit new Fellows every semester. This high turnover rate makes creating a sustainable model even more important. As you look toward the next semester, you need to find a sustainable way to recruit academic Fellows and a sustainable way to get them connected to a professor and a curriculum.

Continuing your professor's involvement

One way you can make this Fellowship sustainable is by simply using the Campus Advisor or professor you worked with to find students to fill the academic credit Fellow role every semester. Every semester that professor would recruit interested students from their classes, create an independent study course for them, and personally support them throughout the semester.

Civic engagement departments

If maintaining the role as the oversight professor is more than the faculty member or professor would like to take on, you can look into a department or office that might consider taking over that role in the program. Lots of civic engagement departments and service-learning classes are searching for opportunities like this and programs like the CEEP Fellowship program to give their students more out-of-class experience. Contact these departments on your campus to see if they would be interested in continuing the program you've started.

Career services

Career services is an excellent avenue to go through for recruiting. Career services is always looking for internship and Fellowship opportunities like this for their students, so all you have to do is contact them and give them a job description and application! Keep the professor you've been working with in the loop, the requirements and curriculum will have to be approved by them.

CEEP SUPPORT

Throughout the semester, your role in guiding and supervising the academic credit Fellow is shared with a State Director and an overall National Director with CEEP. While you will help create the curriculum and the contract, the CEEP State Director will be the main person overseeing the Fellowship. This takes some of the responsibility off your shoulders!

State Directors

Our State Directors are distributed by region, and they are the main point of contact between CEEP and the Fellows. They oversee the projects the Fellows do, administer trainings and check in regularly to ensure the Fellows' success. Here's a few responsibilities of our State Directors:

- Ensuring all paperwork is turned in;
- Meeting weekly or biweekly (depending on credit hours) with the Fellow;
- Providing the Fellow with CEEP resources;
- Establishing projects for the Fellow to work on;
- Guiding Fellows as they plan and hold voter engagement events; and
- Ensuring the Fellow completes all requirements of the Fellowship specified at the beginning of the semester in the contract.

National Fellowship Director

Our National Fellowship Director, Courtney Cochran, is the overall director of the Fellowship program. The National Fellowship Director is responsible for the overall operations of the Fellowship program, including ensuring the Fellow has an enriching experience. Here's a few responsibilities of our National Fellowship Director:

- Ensuring the Fellow attends national training programming;
- Processing all necessary paperwork;
- Creating new materials to help the Fellows in their voter engagement efforts;
- Guiding State Directors throughout the semester; and
- Continuously developing the Fellowship program.

Your role in the academic credit Fellows program

As a Campus Advisor with an academic credit Fellow, your main job will be connecting Fellows to resources on campus that we would not be able to get them. You are the main point of contact between the university and the Fellow, so you will need to provide Fellows with any on-campus guidance they may need. These responsibilities include the following:

- Connecting Fellows to departments and faculty that can help them accomplish their voter engagement goals;
- Creating projects and research opportunities for Fellows to ensure they meet the academic credit requirements; and
- Checking in regularly with Fellows to make sure they are meeting their goals in a timely manner.

***These responsibilities can fluctuate and change based on the needs of the Fellow and the requirements of each academic credit Fellowship.*

APPENDIX



Campus Election Engagement Project Fellows

Contract

Terms of Service: Jan. 20 - May 10, 2020

Semester Hours: 225 hours (3 credit courses)

Duties and Responsibilities:

- Participate in CEEP orientation and online training session;
- Develop and refine work plan and collaborate with other fellows;
- Schedule biweekly CEEP check-in calls with CEEP State Director or National Fellowship Director to troubleshoot campus plan and provide additional support;
- Document action plan, goals, activities, and deliverables as defined in the fellow's handbook. This includes but is not limited to the number of students reached, activities completed, and to the extent possible number of voter registrations secured;
- Collaborate and partner with student organizations, campus administrators, and faculty to organize voter registration, voter education, and voter engagement efforts on your campus;
- Plan and complete at least 4 election engagement activities;
- Collaborate and partner with student organizations, campus administrators, and faculty to organize voter registration, voter education, and voter engagement efforts on your campus;
- Compose and submit a post-election report summarizing activities and accomplishments.

I understand that failure to comply with these requirements will result in the forfeiture of part or all of my stipend.

Fellow Printed Name

Signature

Date

CEEP National Director

Signature

Date

Campus Election Engagement Project Fellows

*A nonpartisan voter registration/voter engagement initiative of
Campus Election Engagement Project*

Campus Election Engagement Project (CEEP) is a national non-partisan project that helps America's colleges and universities get as many of their 20 million students as possible to register, volunteer in campaigns, educate themselves, and turn out at the polls. We teach administrators, faculty, staff, and student leaders to use their institutional resources to engage students.

Position Title: CEEP Fellow

Overview: Fellows will lead their campus with voter registration, voter education, and voter engagement events leading up to the 2019 - 2020 elections. Fellows will develop and implement a plan on their campus on how administrators, faculty, staff and student leaders can help register and engage students in the election process. Ultimately forming a team type approach for their school. Fellows will receive orientation, training support and guidance from CEEP. This position is for the fall 2019 collegiate semester, with the potential of extending through spring 2020.

Selection Process: Fellows must be a currently enrolled college students and will be selected and confirmed by CEEP staff.

Terms of Service: Jan. 20 - May 22, 2020

Semester Hours: 225 hours (3 credit courses)

Duties and Responsibilities:

- Participate in CEEP orientation and online training session;
- Develop and refine work plan and collaborate with other fellows;
- Schedule biweekly CEEP check-in calls with CEEP State Director or National Fellowship Director to troubleshoot campus plan and provide additional support;
- Document action plan, goals, activities, and deliverables as defined in the fellow's workbook. This includes but is not limited to the number of students reached, activities completed, and to the extent possible number of voter registrations secured;
- Collaborate and partner with student organizations, campus administrators, and faculty to organize voter registration, voter education, and voter engagement efforts on your campus;
- Plan and complete at least 4 - 8 election engagement deliverables;
- Collaborate and partner with student organizations, campus administrators, and faculty to organize voter registration, voter education, and voter engagement efforts on your campus;
- Compose and submit a post-election report summarizing activities and accomplishments.

Requirements:

- Currently enrolled student with a positive and friendly attitude;
- A commitment to educating peers about the importance of registering to vote and becoming an informed voter;
- A self-starter who takes initiative to develop and implement their work plan;

- Flexible with time commitments and interest for voter registration/voter education;
- Willingness to participate in initial orientation/training, maintain weekly contact with CEEP, and participate in fellows conference call with CEEP staff.