

Capstone Assignment: Civic Engagement Report

LEAD 4800: Independent Study

Semester: Spring 2025

Instructor: Adam Smith

Due: End of Finals Week

Name:

Date:

Description: For the final 3-4 weeks of the semester, the culminating assignment will be to synthesize the research and reflections from the 10 institutions into a capstone report. This report will examine overall trends, comparisons, and contrasts in the structure, goals, and practices of civic engagement offices across the institutions studied. Additionally, the report should include a reflective component that addresses the student's personal insights, what has been learned throughout the research process, and perspectives on the future of civic engagement in higher education. There is no required length for this paper, but it should demonstrate thorough analysis and thoughtful reflection.

Components of the Report:

1. Introduction

- Brief overview of the project and purpose of the report.
- Summary of the types of institutions researched.

2. Trends and Analysis

- Key trends observed across the civic engagement offices.
- Similarities and differences in structure, staffing, initiatives, and goals.
- Insights into how institutional type and setting influence civic engagement practices.

3. Reflection on Insights

- Discussion of personal insights gained through the research process.

4. Future Directions

- Predictions or suggestions for the future of civic engagement offices.
- Considerations for addressing gaps or challenges observed during the research.

5. Conclusion

- Summary of key findings and reflections.
 - Final thoughts.
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Rubric:

Criteria	Exemplary (90-100)	Proficient (80-89)	Developing (70-79)	Needs Improvement (<70)
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Introduction	Clearly and concisely introduces the report with strong context and purpose. Summarizes the institutions effectively.	Provides a clear introduction with some context and purpose. Includes a basic summary of the institutions.	Introduction lacks clarity or context. Limited summary of institutions.	Introduction is missing or lacks relevance to the report.
Trends and Analysis	Comprehensive analysis of trends, comparisons, and contrasts with detailed evidence from all institutions.	Adequate analysis of trends and comparisons with evidence from most institutions.	Limited or inconsistent analysis of trends and comparisons. Evidence is insufficient or unclear.	Analysis is vague or missing. Little to no evidence provided.
Reflection on Insights	Deep and thoughtful reflection on personal insights and the role of civic engagement in higher education.	Reflection is clear and relevant, addressing personal insights and the role of civic engagement.	Reflection is superficial or lacks depth in addressing personal insights or the role of civic engagement.	Reflection is minimal or absent, with little connection to personal insights or civic engagement.
Future Directions	Provides innovative and well-supported predictions or suggestions for the future of civic engagement offices.	Offers clear and reasonable predictions or suggestions for the future of civic engagement offices.	Suggestions or predictions are vague or lack sufficient support or relevance.	Future directions are missing, unsupported, or lack relevance.
Organization and Clarity	Report is exceptionally well-organized, with a logical flow and clarity in writing.	Report is well-organized, with minor lapses in flow or clarity.	Organization is inconsistent, affecting the clarity of the report.	Poor organization or unclear writing significantly detracts from the report.
Use of Evidence	Strong and consistent use of evidence from all 10 institutions to support claims and analysis.	Evidence from most institutions is used effectively to support claims and analysis.	Limited or uneven use of evidence to support claims and analysis.	Little to no evidence provided to support claims and analysis.
Conclusion	Strong and insightful conclusion that effectively summarizes key findings and reflections.	Clear conclusion that summarizes findings and reflections.	Conclusion is weak or does not fully summarize findings and reflections.	Conclusion is missing or fails to summarize the report effectively.

This capstone report represents the culmination of the semester's work, providing an opportunity to synthesize research and reflections while exploring the broader implications and future of civic engagement in higher education.