BONNER CAPSTONE TIMELINE
Year 1

The Certificate in Community Development capstone focuses on research and practical application of academics and community engagement. The format and product of the capstone should be appropriate for the specific discipline. For example, a capstone in Creative Arts can be an exhibit or production, an Education capstone could be a curriculum. The scholarly product must be a) Academically rigorous showing sufficient knowledge of the field; b) Based on the student's collaborative work with the nonprofit partner, demonstrating significant community engagement.

FALL JUNIOR YEAR

Register for COMD 300 and attend weekly Capstone Practicum

- [ ] Brainstorm project and partner ideas
- [ ] Reach out, meet, and follow up with a partner regarding project ideas
- [ ] If necessary, repeat project and partner brainstorm process
- [ ] Reach out, meet, and follow up with a Faculty Mentor regarding developing a project partnership
  You do not need a specific question, just a project idea
- [ ] After securing a partner and Faculty Mentor, work on completing the capstone proposal
- [ ] Coordinate a meeting with your Faculty Mentor, Community Partner, Bonner staff, and yourself
- [ ] Complete the CITI Training
- [ ] Submit a final capstone proposal at the end of the semester and register for capstone course

SPRING JUNIOR YEAR

Register for COMD 400—serve 5 hrs/wk and 3 hours on campus, attend weekly Capstone Practicum, 1 Writer's Retreat, monthly check-in with Bonner staff and Faculty Mentor, and weekly meeting with Faculty Mentor

- [ ] During Winter Retreat, meet with Faculty Mentor and Community Partner on campus
- [ ] Within the first week, schedule weekly check-ins with your Faculty Mentor and complete the Faculty-Student Partnership Agreement
- [ ] By midterms, have a draft literature review and determine whether or not an IRB application needs to be submitted
- [ ] Meet with Community Partner, Faculty Mentor, and Bonner staff before the end of the semester to check in about the status of the project
- [ ] By the end of the semester, have an IRB application ready to submit, completed literature review, and an updated capstone timeline

Students have the opportunity to work on their capstone during the Summer before Senior year.

SIENA
CENTER FOR ACADEMIC COMMUNITY ENGAGEMENT

BONNER CAPSTONE TIMELINE

Year 2

FALL SENIOR YEAR

Register for COMD 410—serve 5 hrs/wk and 3 hours on campus, attend weekly Capstone Practicum, 1 Writer's Retreat, monthly check-in with Bonner staff and Faculty Mentor, and weekly meeting with Faculty Mentor

- [ ] During Summer Gear Up, meet with Faculty Mentor and Community Partner on campus
- [ ] Within the first week, schedule weekly check-ins with your Faculty Mentor and complete the Faculty-Student Partnership Agreement
- [ ] If applicable, apply for IRB approval within the first two weeks of classes
- [ ] By midterms, have a draft of all capstone materials and application for one conference to apply to
- [ ] Meet with Community Partner, Faculty Mentor, and Bonner staff before the end of the semester to check in about the status of the project
- [ ] By the end of the semester, submit a final copy of your capstone to your Faculty Mentor, Community Partner, and ACE, and have applied to at least one national conference

Students that study abroad, in DC, or are in the Honors Program will complete items from the "Spring Junior Year" during the Fall of Senior Year and the items from "Fall Senior Year" during the Spring of their Senior Year, in addition to the Spring Semester items.

SPRING SENIOR YEAR

Register for COMD 300

- [ ] Work towards publishing and preparing to present at a conference
- [ ] Create a draft poster by midterms*
- [ ] Create a draft of CETx slides by midterms*
- [ ] Submit abstract for Academic Showcase by midterms
- [ ] Present a 5-minute presentation at ACE's CETx with your Faculty Mentor and Community Partner present
- [ ] Present a poster at Siena's Academic Showcase

*Both the poster and CETx slides should be reviewed by your Faculty Mentor prior to submission to ACE

CAPSTONE CONSTELLATION OF MENTORS

Faculty Mentor- guide and support student through academic research, developing and following a project timeline, and completing the project

Community Partner- aids student in developing project framework, provides additional context regarding the organization and community supports as needed with partner resources

Bonner Staff- supports student in developing project partnership, identifying a faculty mentor, and ensures capstone requirements are met