Graduation Medallion
Information Session

FIU
Academic & Student Affairs
Center for Leadership and Service
Today’s Topic

- Learn more about CLS
- Give Pulse
- Excellence in Civic Engagement Medallion of Distinction
- Certified Student Leader & Micro-Credentials
- PantherConnect Platform
- Questions
The mission of the Center for Leadership and Service is to provide developmental and experiential opportunities that foster leadership, action, and community engagement. Through leadership education, service, and social innovation, students will become active citizens on campus, in their respective communities, and globally.
Time for Poll #1

Which Medallion(s) are you working towards?
Graduation Medals

The Center for Leadership and Service offers graduation medals, or medallions, for recognition in both Leadership (Certified Student Leader program) and Service (Excellence in Civic Engagement Medalion of Distinction). Both medallions can be worn at commencement activities. Note: Once you earn either medalion, there will be a cost of $20.00 for each. We accept cash, check, or money order.

Info Sessions
- One is held at each campus once each semester. Check back here for dates and times!

Can’t make it? Check out the PPT here.

Deadlines
- Spring 2021: Friday, April 2, 2021
- Summer 2021: Friday, July 9, 2021
- Fall 2021: Friday, November 19, 2021

Find more information go to: go.fiu.edu/clsgradmedmedals
& Tracking your Service Hours
How to add service hours on GivePulse?

www.givepulse.com
Make sure to click the “Single Sign On Option”

Type in “Florida International University”
Click Log In/Sign UP
HOW TO ADD SERVICE HOURS ON GIVEPULSE

Log in/Sign Up with your FIU Credentials.
How to add service hours on GivePulse?

Click here to start the process on adding your “impacts”, which are your service hours.
Add Impact
Track your community engagement

Florida International University

Date
Start Date * 10/14/2019
End Date 10/14/2019

Impact Type & Measurement
Time
Hours *

About Your Experience
Rate your experience

About Florida International University
11200 SW 8th St, Miami, FL Florida
FIU is a vibrant, student-centered public research university in Miami, that is worlds ahead in its commitment to learning, research, entrepreneurship, innovation, and creativity so that our graduates are prepared to succeed in a global market.
Excellence in Civic Engagement Medallion of Distinction
Civic Engagement Medallion Criteria

01 Undergraduate non-transfer degree-seeking
- 200 hours of community service and/or service-learning hours documented on Give Pulse, Org Sync screen shot, and/or through signed organization letter.

02 Undergraduate transfer and graduate students
- 100 hours of community service and/or service-learning hours documented on Give Pulse, OrgSync screen shot, or through signed organization letter.

*** Minimum 3.0 cumulative GPA for undergraduate students and 3.5 GPA for graduate students.***
Examples of Service Activities that Count

**True or False #1:**
Student: I gave food to the pantry for the organization I joined this fall. Does that count for the medallion?

**True or False #2:**
Student: I went on a trip with aB for a mission trip. Do these hours count and how do I document those service hours?

**True or False #3:**
Student: I have been volunteering with Camillus House for two years every Friday. Do I need to have an entry for each time I volunteered?
Knowledge Check: Service Activities that Count

True or False #4:

Student: I fundraised money while competing in Mr. & Miss Roarthon Pageant and that took a lot of time.

Can I log those hours?

True or False #5:

Student: I volunteered for Move In Day with Housing on campus, and they said I would get hours for it.

Can I log those hours?
What Does NOT Qualify as a Service?

- **Donating**: Donating (cash or in-kind) is not service (for example, donating 5 cans cannot equal 1 hour of service).

- **Fundraising**: For time spent on fundraising activities to count as service, all funds and in-kind donations must be donated to an identifiable community need which does not benefit one's own organization or members. Fundraising MUST include educating and increasing awareness of the issue you are fundraising for (for example, raising money to buy T-shirts for a club is not service, but donating proceeds to the Environmental Defenders while distributing information on climate change and sustainability would be).

- **Participation**: Walking in a 5K or rally or attending meetings are not service activities. However, serving on the board of a nonprofit or organizing a 5K for charity would be service. Assisting in hosting events by passing out water bottles, helping with check-in, or ensuring crowd safety would also be service.

- **Compensation Greater than Minimum Wage**: Those completing service can receive a stipend, but compensation must be less than minimum wage (for example, working with AmeriCorps or City Year is service).

- **Preparation/Planning/Orientation Hours**: A high quality service project often requires orientation, planning and preparation. A reasonable number of hours of these types of activities can be counted as "service" but generally should not exceed the number of hours of actual service.
What Counts as Service?

Qualifying: Direct, Indirect, Research, and Advocacy

**Direct:**
- Direct service is working directly for or with people who benefit from your service.
  - **Examples:** Serve food for the homeless. Tutor, mentor, or coach youth. Visit with the elderly.

**Indirect:**
- Service without being directly involved with those being served or providing service that benefits the environment or the community.
  - **Examples:** Create brochures, flyers, or reports for a nonprofit organization. Build low-income housing. Fundraise for a cause.

**Research:**
- Gathering and presenting information on areas of need – research will directly benefit the community, not for the purpose of increasing one’s own knowledge.
  - **Examples:** Work in a laboratory that tests water for environmental restoration efforts. Conduct an oral history project recording the stories of recent immigrants.

**Advocacy:**
- Advocacy is attempting to cause political or social action by working to influence the government or community leaders.
  - **Examples:** Conduct information campaigns. Lobby on behalf of a community issue. Organize a letter writing campaign to elected officials.
Applying for the Civic Engagement Medallion

- Combine all signed letters or proof of service documents into one PDF format.
- If using GivePulse, upload a copy of your screenshot confirming the number of approved hours.
- Upload all proof hours to the application.
- Medallion Application can only be submitted during your final semester at FIU.
- Online application can be found in the Center for Leadership & Service portal on PantherConnect.

**Note:** Only hours attached with the application that have met all standards will be considered for this medallion.
Steps in applying for the physical medallion during the semester you are graduating...
pantherconnect.fiu.edu

Log in with your FIU Credentials
Search for: Center for Leadership & Service

Then Click "Join"
Where to find the application?

If you do not see the application listed under the top 5 forms, click on “view all forms” to find it.
The application will require:

- Panther ID
- Classification
- Major
- Mailing Address
- Expected Graduation (i.e. Fall 2019)
- Cumulative GPA
- Transfer Student (Yes/No)
- How did you hear about the program?
Civic Engagement Medallion of Distinction

Service Medallion Application

* Combine all the signed letters or proof of service documentation (must be .pdf files) into one .pdf file and upload them to this application.

* Letters or proof of service must include your name, the number of hours completed, the agency/organization, and have a signature of the service provider. A screenshot of OrgSync transcript may be attached however, only events that are designated specifically as community service (hand emoji), have approved status, and the number of hours will be considered.

* Pictures are not proof of the hours you have done.

* An online PDF combiner will assist you in making sure all the documentation is on one file.

* NOTE: Only hours attached within the application and have met all the standards will be considered for validation towards this medallion.

You will not be able to select "NEXT" until you upload your PDF file.
Civic Engagement Medallion of Distinction
Service Medallion Application

After clicking next, you will be asked to "submit for approval" or "delete your submission".
Civic Engagement Medallion of Distinction

Service Medallion Application

The green bar will appear and means it has been submitted. Approval of the submission will be completed after the deadline.

You will also see the submission here if you are questioning whether it went through.

After you "submit for approval", you will be taken to this screen.
Knowledge Check

Test your knowledge Poll #2: What counts as service?
Certified Student Leader Badge/Graduation Medallion
What is a Micro-Credentials?

- A micro-credential is a digital representation of a competency that students use to demonstrate their skills and career readiness.
- Micro-Credentials can help learners make connections and help to highlight earned competencies and provide a narrative for them.
- Benefits of digital badges are designed to be both stackable and portable, giving students the autonomy to share their skills as they are earned through websites such as LinkedIn or embedded in their online portfolio or resume.
- The FIU Office of Micro-Credentials was created as part of the university’s 2025 Next Horizon Strategic Plan and is supported centrally through the Division of Academic & Student Affairs.
Communication

- Understands how to negotiate conflict effectively.
- Ability to facilitate effectively.
- Engages in active listening, non-verbal communication, and verbal communication effectively.

Civic Responsibility

- Motivated to act in a socially just manner.
- Promotes diversity and understanding of others’ circumstances.
- Engages in inclusive behavior.
- Understands the value of serving the community and being socially responsible.

Group Dynamics

- Values creating change effectively.
- Understands the process of group development.
- Awareness of organizational behavior.
- Ability to respond to power dynamics effectively.

Learning and Reasoning

- Ability to understand the value of making decisions appropriate to each situation.
- Understands how to solve problems effectively.
- Articulates the value of reflecting on experiences to apply learning in the future.

Personal Behavior

- Places a value on taking initiative.
- Motivated to follow-through on responsibilities.
- Takes responsibility for personal behavior and acts in an ethical manner.
- Demonstrates resiliency and the ability to respond to ambiguity and change.
- Establishes healthy behaviors and satisfying lifestyle habits.

Self-Awareness and Development

- Understands the value in acting in alignment with my values.
- Motivated to engage in self-development.
- Willingness to enhance understanding of self.

Strategic Planning

- Ability to articulate goals effectively.
- Understands how to develop a mission and vision effectively.
- Identifies importance of professional development.
Undergraduate and Graduate tracks available... some majors have specialized logs as well.

Available on leadserv.e.fiu.edu
Certified Student Leader Program Requirements

- Get involved! Remember guides list different opportunities.
- Enroll and log in your involvements on Canvas.
  - Certified Student Leader Program course on Canvas and earn the badge: This requires you to provide proof that you have participated in approximately/minimally 8 different co-curricular involvements (screenshots of confirmed involvement on PantherConnect are acceptable).
  - A 200+ word reflection for each of the 8 FIU Student Leadership Competencies related to those involvements is also required (note: a different involvement must be used for each competency reflection unless otherwise stated).
  - Submit one final reflection that showcases the learning of all 8 student leader competencies.
- Apply for leadership medallion in PantherConnect your semester of graduation.
Getting Started on Canvas...
Enroll in the CSL Canvas Course

• Log into PantherConnect and join the Center for Leadership and Service Programs.
• Go to Forms. Fill out and submit the Certified Student Leader Canvas Registration Form.
• Once your status has been approved you are ready to log into Canvas and start the course.
• Visit our website for instructions at go.fiu.edu/clsgradmedals

Center for Leadership and Service (CLS) Programs

The mission of the Center for Leadership and Service is to provide students with developmental and experiential opportunities that foster leadership, action, and community engagement. Through leadership education, service, and social innovation, students will become active global citizens on campus, in their respective communities and in the workplace.

Contact Information
11200 SW 8th St- GC 242
Miami, FL 33186
cls@fiu.edu
(305) 348-6895
(305) 348-6991

Forms
- Certified Student Leader Canvas Registration Request
- Certified Student Leader Graduation Medallion Application - Completion of Canvas Course Required
- Certified Student Leader Medallion Application (for students who completed the Portfolio Course Only)
Navigating the Canvas Course
Uploading Proof of Involvements & Reflections

Acceptable Forms of Proofs:

• Screenshot from Panther Connect
  • The event details with your picture in the corner
  • And My Event History
• Letter of Participation from an Administrator
Don’t Forget to Submit your Final Reflection & Post Canvas Survey

Final Reflection

The purpose of this final reflection is to help you tie the eight competencies learned to demonstrate why they can help a student be a better student and ultimately grow their career.

In about 2 pages, develop a reflection that answers the following questions:
1. What did working through these modules teach you about yourself? Where are you doing well in, and where are there opportunities for growth. Talk about a competency.
2. What is your action plan for continuing to develop these competencies? How will you reflect on specific examples that relate to remote working or learning?
3. How do each of these competencies tie together? How do each of the activities/projects/assignments that you submitted related to being a
4. How does this relate to your major (e.g., previous courses you have
How to take Screenshots on PantherConnect?

Save into a PDF to upload
If you scanned into an event, you will see it under event history. Your leadership positions should be listed under Memberships.

*Note: Service hours is now being used!*
Example of PantherConnect Screenshots to be included in 1 PDF for Proof of Involvement

You need to demonstrate that it is your account (your picture) and the event you are using (event history or membership).
Once you complete all modules, final reflection, and survey, you’ll receive a notification in the system when your submissions have been reviewed by an administrator.

Note: This could take up to 5 to 10 business days.
Steps in applying for the physical medallion during the semester you are graduating...
pantherconnect.fiu.edu

Log in with your FIU Credentials
Apply for the medallion the semester you are graduating...

If you do not see the application listed on the CLS page on PantherConnect, click on "view all forms" to find it.
Certified Student Leader - Leadership Medallion Application

Formerly known as the FIU Advanced Leadership Challenge (ALC), the Certified Student Leader Program is a collaboration within the Division of Student Affairs to provide students with an integrated opportunity to learn, practice, and document their knowledge and ability of the 8 Student Leadership Competencies, which serve as a foundation for effective performance in campus, community, and career roles.

To qualify for the Leadership Medallion, you must have already earned the Certified Student Leader badge on Portfolio. Visit go.fiu.edu/ctgmedals for more information.

* First and Last Name

* Panther ID

* Primary Email Address

* Phone Number:

* Semester and Year of Graduation

* Upload Resume

  UPLOAD FILE

* Upload screenshot of the Certified Student Leader badge on your profile.

  UPLOAD FILE

After the application deadline, you will receive an email with instructions on how to pick up your Leadership Medallion if you have earned it. There is a $25 fee.
This green bar will appear and means it has been submitted. Approval of the submission will be decided after the deadline.

You will receive this email and be able to see the submission here. If you are questioning whether it went through.

This message confirms receipt of your submission for the form Certified Student Leader - Leadership Medallion Application.

Your submission will be reviewed and you will receive a message once it has been processed.
After the deadline, your submission will be reviewed. If you have earned the medallion, you will receive this automatic email and your submission’s status will change to “Approved.” An email with instructions on how to pick up the medallion will follow.

Your submission for the form Certified Student Leader - Leadership Medallion Application has been approved.

To find your “My Submissions”, click on “Forms” then “View Submissions”
As we evolve in our use of PantherConnect, we will update the process for both medallions.

- Join the CLS Portal
- Join fiu.givepulse.com to track your service hours
- Learn up to date information on PantherConnect
- go.fiu.edu/clsgradmedals

Remember, even if you complete the requirements for both medallions before your semester of graduation, you CANNOT apply for the physical medallion until your semester of graduation 😊!
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Contact

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GC 242
305-348-6995
Fax 305-348-5058
cls@fiu.edu

Student Office, MMC
GC 2210
305-348-2149

Biscayne Bay Campus
WUC 141
305-919-5771
cls@fiu.edu

CLC Photos

Find more information go to: go.fiu.edu/clsgradmedals