



## **Manual for Community Colleges Developing Programs in Peace and Conflict Studies (First Edition)**

Collaborating institutions include: Global Issues Resource Center, Cuyahoga Community College; Greenfield Community College; Nashua Community College; Jamestown Community College; Golden West College; and the United States Institute of Peace

On June 12, 2009, community college faculty and administrators participated in the *Capacity Building Seminar for Community Colleges with Peace and Conflict Studies Programs* in Cleveland, Ohio hosted by Global Issues Resource Center, Cuyahoga Community College. Attendees included those who currently support programs in conflict resolution/management and peace and/or justice studies. They shared examples and models for capacity building for related programs. One of the expressed goals of this seminar was to create a “How to” manual on key topics as a resource for those in the development or expansion process for degree or certificate programs in conflict, peace or justice studies. This manual is a product of a collaboration in which lessons learned are shared on developing programs, certificates, and degrees in the field for community colleges. It is a resource for faculty and administrators authored by faculty and administrators.

The chapters submitted reflect a range of approaches and writing styles – some informal, others more rigorous. The authors generally approached topics in a generic way providing recommendations that could be used in a range of institutions. Some pieces reflect looking at one institution and its efforts in a case study approach and then focusing on lessons learned. Overall, the chapters demonstrate the range of strategies that community colleges – arguably the most diverse and varied academic institutions in the U.S. today - are taking to teaching about peace and conflict issues. As such, the writing is reflective of the topics and settings they arise from.

It is the intent of the editors that chapters will continue to be edited, updated, revised, and new articles added as the field develops and community college involvement increases.

***Looking for contributions!*** As this is a working document, we are looking for other community colleges with direct experience with the following areas to contribute to the manual. We still need the following chapters: Credit vs. Non-credit Courses, Faculty Development - Strategies for Faculty Development, Career Options for Students, Developing a Traditional Academic Program, Transfer Preparation, Conflict Management/Peace Centers, Study Abroad, and Program Management. See below for additional information. ***Next deadline is February 1, 2010.***

## Table of Contents for First Edition

### 1. Current Chapters

- **Introduction - Teaching Peace and Conflict in U.S. Community Colleges** – by David Smith
- **How to Gain Administrative Support** - by Jeff Dykhuizen, Farzane Farazdaghi, and Barbara Thorngren
- Marketing:
  - A) **How to Market your Peace, Justice and Conflict Management Studies Program** - by Abbie Jenks
  - B) **Assessing the Need for a Certificate Program in Peace and Conflict Management** - by Kathleen R. Catanese
- **Overview of Core Course and Elective Selection** - by Paul Hanson and Jessica Szabla
- **Case Study: Simulation Based Learning to Teach About Global Negotiations: The Experiences at Jamestown Community College** - by Gregory P. Rabb

### 2. Guidelines for Submission to the How To Manual. Next deadline February 1, 2010

### 3. Appendix

- a. Chapter: Teaching Peace and Conflict in US Community Colleges
  - i. Program Initiatives
  - ii. Special Interest Group
- b. Chapter: Gaining Administrative Support
  - i. President Letter Delta College
  - ii. President Letter Greenfield Community College
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- c. Chapter: How to Market your Peace, Justice and Conflict Management Studies Program
  - i. Greenfield Community College Prospective Student Letter
  - ii. Greenfield Community College School Personnel Letter
  - iii. Open Mind, Open Mic Fall Schedule
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  - v. Open Mind, Open Mic Spring Schedule
  - vi. Art of Social Change
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  - ix. PSJ 101 Flyer
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