Policy on Badging for Co-Curricular Experiences

1. Purpose

The purpose of this policy is to establish guidelines for awarding digital badges to students for their participation in non-credit bearing co-curricular experiences. These badges recognize and validate skills, competencies, and achievements gained outside the traditional academic curriculum. This policy addresses the increasing demand for ways to document learning, skills, and competencies that are not captured by current policies.

2. Scope

This policy applies to all students, faculty, staff, and departments within Missouri S&T that offer or participate in co-curricular activities, including clubs, organizations, workshops, seminars, volunteer work, and other experiential learning opportunities.

3. Definitions

- **Digital Badge:** A digital representation of a skill, achievement, or competency earned through participation in co-curricular activities.

- **Co-Curricular Experiences:** Activities that complement the academic curriculum and contribute to the personal, professional, and intellectual development of students.

- **Non-Credit Bearing:** Activities that do not carry academic credit but offer significant learning and development opportunities.

- **Assessed Activities:** Issued for evaluated learning accomplishments that demonstrate learning, skills, and/or competencies.

- **Unassessed Activities:** Issued for unevaluated learning accomplishments, such as the completion of a series of tasks or attendance at events, or for learning that has not been assessed.

4. Eligibility Criteria

- Badge must have students actively participate and complete the requirements of the defined criteria.

- The badging requirements must be pre-approved by the S&T Badging Working Group.

- The badging requirements must have clearly defined learning outcomes and assessment criteria.

5. Approval and Issuance of Badges

- **Proposal Submission:** Departments or student organizations proposing a new badge must submit a proposal to the S&T Badging Working Group. The proposal should include:

  - Description of the scope and purpose of the badge.

  - Learning outcomes and competencies to be developed.

  - Criteria for earning the badge.

  - Method of assessment.

  - Sponsoring S&T Department.

- **Review and Approval:** The S&T Badging Working Group will review the proposal and approve it based on its alignment with Missouri S&T's educational goals and standards.

- **Issuance:** Upon successful completion of the badge requirements and fulfillment of the assessment criteria, the Sponsoring Department will issue the digital badge to the student.

- **Annual Report**: S&T Sponsoring Departments will be responsible for submitting the annual report to the S&T Badging Working Group for recertification.

6. Badge Digital Design and Metadata

- Badges must include the following metadata:

  - Badge name and description.

  - Issuing organization (Missouri S&T).

  - Date of issuance.

  - Criteria for earning the badge.

  - Evidence of achievement (e.g., reflection, project, assessment results).

  - Expiration date, if applicable.

- Badge design should be consistent with Missouri S&T's branding guidelines in partnership with Marketing and Communications.

- The Working Group will maintain a website to host information concerning the S&T badging program for prospective employers.

7. Verification and Recognition

- Digital badges will be stored via Badgr Software (Canvas Credentials), accessible through Missouri S&T's LMS System.

- Badges can be shared on social media, professional networking sites, and digital resumes.

- Employers and other institutions can verify the authenticity of the badge through Missouri S&T's verification system.

8. Roles and Responsibilities

- **S&T Badging Working Group:** Oversees the badging program, reviews and approves badge proposals, and maintain campus database of badges.

- **Departments/Organizations:** Propose new badges, design and implement co-curricular activities, assess student performance, submit evidence of achievement, and issues badges.

- **Students:** Participate in approved co-curricular activities, meet the criteria for earning badges, and provide required evidence of achievement.

- **S&T Marketing and Communications:** Oversees the brand standards for the badging program.

9. S&T Badging Working Group Membership

The S&T Badging Working Group shall consist of representatives from the following units:

- CAFE (Center for Advancing Faculty Excellence)

- The Honors Academy

- Kummer Student Programs

- Student Representative from S&T student body

- Career Opportunities and Employer Relations

- Student Involvement

- Student Well-Being

10. S&T Badging Working Group Quality Assurance

- Review of the S&T Sponsoring Department(s) badge(s) annual report to ensure alignment with Missouri S&T's educational objectives.

- Feedback from students, faculty, and employers to continually improve the program.

- Annual report on the impact and outcomes of the badging program to the Missouri S&T administration.