EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2015-2016 Academic Year
COMMITTEE: Service-Learning Committee

1. Membership (include ex-officio members).

<table>
<thead>
<tr>
<th>Regular Members</th>
<th>Ex-officio Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tara Gallien</td>
<td>Sharon Paynter</td>
</tr>
<tr>
<td>Guillermo Hidalgo</td>
<td>Rebecca Dumlao</td>
</tr>
<tr>
<td>Carol Lust</td>
<td>Patricia “Trish” Fazzone</td>
</tr>
<tr>
<td>Marissa Nesbit</td>
<td>An Jihoun</td>
</tr>
<tr>
<td>Hal Hollman</td>
<td>Carol Goodwillie</td>
</tr>
<tr>
<td>Donna Hollar</td>
<td>Nicole Cort</td>
</tr>
<tr>
<td>Jennifer Sisk</td>
<td></td>
</tr>
<tr>
<td>Alberto Gonzalez Valdes</td>
<td>Dennis McCunney (w/o vote)</td>
</tr>
<tr>
<td>Michele Mendes</td>
<td></td>
</tr>
</tbody>
</table>

2. Meeting Dates
(include members present and those who contributed to committee action, but were not at the meeting)

1. **September 8, 2015:**
   a. **Attending:** Gallien, Hollar, Hollman, Mendes, Nesbit, Sisk, Gonzalez Valdes, McCunney, Cort, Goodwillie, Jihoun, Paynter (other: Stiller)
   b. **Contributing:**
   c. **Not attending:** Hidalgo, Lust, Fazzone, Dumlao

2. **October 20, 2015:**
   a. **Attending:** Gallien, Hollar, Nesbit, Sisk, Mendes, Gonzalez Valdes, Cort, Jihoun, McCunney, Fazzone, Goodwillie (other: Fields)
   b. **Contributing:** Dumlao
   c. **Not attending:** Hidalgo, Lust, Hollman, Paynter

3. **November 10, 2015:**
   a. **Attending:** Gallien, Nesbit, Sisk, Gonzalez Valdes, Lust, Paynter, Goodwillie, McCunney
   b. **Contributing:**
   c. **Not Attending:** Hidalgo, Cort, Hollman, Mendes, Jihoun, Fazzone, Hollar, Dumlao, McCunney

4. **December 8, 2015:**
   a. **Attending:** Gallien, Hollar, Sisk, Gonzalez Valdes, Mendes, Jihoun, McCunney, Goodwillie
   b. **Contributing:**
   c. **Not Attending:** Hidalgo, Cort, Hollman, Hollman, Lust, Paynter, Fazzone, Dumlao

5. **January 12, 2016:** Cancelled

6. **February 9, 2016:**
   a. **Attending:** Gallien, Hollar, Sisk, Gonzalez Valdes
   b. **Contributing:**
   c. **Not Attending:** Hidalgo, Cort, Lust, Jihoun, McCunney, Fazzone, Mendes, Hollman, Paynter, Goodwillie, Nesbit, Dumlao
7. March 1, 2016:
   b. Contributing:
   c. Not Attending: Hidalgo, Cort, Lust, Dumlao, Goodwillie, Sisk

8. April 12, 2015:
   a. Attending: Gallien, Hollar, Nesbit, Sisk, Gonzalez Valdes, Mendes, Goodwillie
   b. Contributing: Fazzone, Dumlao, Jihoun,
   c. Not Attending: Cort, Hidalgo, Lust, McCunney, Paynter, Hollman

3. Subcommittees established during the year (include progress and/or completion of work).
   1. Course Outcomes and Assessment Subcommittee
      a. Members: Dennis McCunney, Carol Goodwillie, Donna Hollar, Hal Holloman, Sharon Paynter.
      b. Work in progress:
         i. Delineate procedure to identify SL course offerings, instructors, and student participants in support of involving all constituents in the assessment strategy. Draft developed for Fall 2016.
         ii. Propose an assessment strategy for SL designated courses that rolls up to university level commitments (student success, public service, and regional transformation). Target date to fully implement is Fall 2017.
         iii. Update existing assessment instrument to reflect proposed strategy. Draft developed for Fall 2016, full deployment of new instrument in Fall 2017 for all SL courses.
         iv. Facilitate support of SL instructors (after SL designation) through an annual symposium addressing trends, issues, needs, and best practices. Showcase impact of SL activities to enhance awareness across all academic units. Event planning completed during Fall 2016 for March/April 2017 scheduling.
         v. Provide a recommendation to the full committee regarding the SL designation for “Independent Study” and “Special Topics” courses.

   2. Course Designation Subcommittee:
      a. Members: Tara Gallien, Marissa Nesbit, Jennifer Sisk, Rebecca Dumlao, Patricia “Trish” Fazzone, An Jihoun, Alberto Gonzalez Valdes, Michele Mendes, Nicole Cort
      b. 5 applications were received and 3 approved for SL (all section offerings) or SL* (only certain sections) designation. Two applications were approved by the Faculty Senate and a third will be brought before the Faculty Senate for a vote at their initial fall 2016 meeting.

<table>
<thead>
<tr>
<th>Course. Designation. (proposer)</th>
<th>SLC Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 2201: Writing About the Disciplines. SL. (Jennifer Sisk)</td>
<td>Approved</td>
</tr>
<tr>
<td>KINE 1010: Fitness Walking. SL* (Melanie Sartore-Baldwin)</td>
<td>Approved</td>
</tr>
<tr>
<td>KINE 4500: Independent Study- Service Learning in Bahia Ecuador. SL* (Bob Hickner)</td>
<td>Approved</td>
</tr>
<tr>
<td>KINE 4003: Special Topics- Event Management. SL* (Amy Rundio)</td>
<td>Revise &amp; Resubmit</td>
</tr>
<tr>
<td>NURS 8268: Leadership and Role Development for Practice Excellence. SL. (Jan Tillman)</td>
<td>Revise &amp; Resubmit</td>
</tr>
</tbody>
</table>
c. Work in progress:
   i. Increase awareness about the new online SL application and review process.
   ii. Evaluate the new online SL application and review process.

4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.
   1. **Goal #1**: Update SL application and review process.
      a. Converted the SL course designation application and review process to an online format and piloted in the spring. It will be used for all subsequent application submissions.
      b. Updated SL course designation application materials to reflect changes to application and review process. Materials posted at Center for Leadership and Civic Engagement (CLCE) website.
      c. Added two additional application submission deadlines: 9/15 and 1/15.
      d. Developed new SL course designation timeline with deadlines. Will be posted at CLCE website after UCC and GCC dates are posted for 2016-2017 academic year.
   2. Other accomplishments:
      a. Updated GCC/UCC guidance documents.
      b. Updated the “Additional Links of Interest” section of the Faculty Senate Service Learning Committee website.

5. Reports to the Faculty Senate (include dates and resolution numbers).
   2. December 1, 2015. **RESOLUTION #15-98**

6. Business carried over to next year (list in priority order).
   1. Complete items listed in 3.1.B (i – v). (Goal #2)
   2. Conduct a formative evaluation of the new online SL application and review process. Make changes as needed. (continuation of Goal#1)
   3. Develop and implement a marketing and communication plan to promote SL throughout campus. (Goal#3)
   4. Develop and implement a faculty SL development plan. (Goal#4)
   5. Draft a SL designation continuum. (Goal#5)

7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).
   A. **Charge**: No problems.
   B. **Personnel**: Recommend that all committee members be assigned to one of the two subcommittees at the initial meeting in the fall.
   C. **Attendance**: Encourage attendance from both campuses - F2F or virtually.
   D. **Responsibilities**: No concerns.
   E. **Activities**: In addition to evaluating SL designation proposals, the committee worked diligently to convert the SL designation application and review process to an online format (Goal#1).

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee. None noted.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? No.
Please forward the completed annual report to the Faculty Senate office via email (facultysenate@ecu.edu) no later than May 1, 2016.