June 2017 Committee took action to revise minutes as highlighted below.

COMMITTEE: Service Learning Committee
MEETING DATE: 11/10/2015

PERSON PRESIDING: Chair; Tara Gallien
SLC chair REGULAR MEMBERS IN ATTENDANCE: Tara Gallien, Marissa Nesbit, Jennifer Sisk, Alberto Gonzalez Valdes, Carol Lust

EX-OFFICIO MEMBERS IN ATTENDANCE:
Sharon Paynter, Rep. of Chancellor
Carol Goodwillie, Rep of Faculty Senate
Dennis McCunney, Director of Office of Leadership and Service Learning

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ACTIONS OF MEETING

Agenda Item: Approval of Minutes
Discussion: Carol Goodwillie was in attendance

Action Taken: Added Carol Goodwillie to minutes,
Tara moves to approve
All approved

Assigned Additional Duties: N/A

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Agenda Item: Announcements

Discussion: Jennifer Sisk will now act as Secretary
Dennis McCunney announcements, search committees for several positions
Meagan Smith is leaving, accepted position at Vanderbilt

Action Taken: N/A

Assigned Additional Duties: N/A

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Agenda Item: Sub Committee Reports
Designation Committee

Discussion: 
ENGL 2201 recommend to approve
Action: Approve ENGL 2201 as SL* (selected sections)

Date: Wednesday, June 21, 2017
Subject: VOTE Requested for SL Committee: Amend minutes of November 2015 meeting
It has come to our attention that the Service-Learning Designation for ENGL 2201, which was approved in our November 2015 meeting, was incorrectly recorded as SL (all sections) and then reported up the line to the Faculty Senate and Chancellor who approved the actions as recorded. The unit’s intention was for the service learning designation to be SL* (selected sections). The course is now carrying a SL designation in Banner for all sections, which does not accurately reflect what was intended or the way the course is being taught. Therefore, the English Department, with support of the Registrar’s office is asking the Committee to reconsider the issue and either amend
the minutes or meet as a committee to act on approving service learning designation for selected English sections only. Following committee action, the service learning designation will be reported to the Faculty Senate and Chancellor in the Fall and the Registrar’s office will amend the SL designation to accurately reflect the unit’s request.

Following a vote via email, the minutes were approved as amended to reflect that ENGL 2201 was approved as SL* (selected sections). The minutes will be updated and the corrections will be reported to Faculty Senate in the Fall 2017.

NURS - Our concern was that students could select a non-SL track of the class, suggest that SL component needs own syllabus, possible to stack classes
   (other concerns non communication between faculty member and community partner, no mention of specific community partners; reflection is end of course, should be embedded throughout course)

Action Taken: Sharon moves to approve ENGL 2201; Marissa seconds
   Move to approve...all approve

Assigned Additional Duties: Tara will email NURS professor for clarification, she’ll receive letter with recommendations for revision.

No report from Assessment and Outcomes Sub-Committee

Agenda Item: UCC/SL process

Discussion: There needs to be a change in documents/guidelines. Reached out to representative from UCC and got emails in response.

Our options:
Keep it the same
Open it up as a rolling submission/approval
Change March date

If it is new course, designation then curriculum
Time it to where application goes in at same time, but we would get our approval to GCC/UCC 2 weeks prior to their meeting

(Need to look at WI as a model)

Extend dates SL Univ Committee will approve?
Double our dates, 4 deadlines. Work specifically with UCC existing deadlines.

Review GCC/UCC deadlines, looked at dates- Spring is more essential deadline
Suggestions for SL Designation submission dates- January (15th) and February (1st?); September, October and November
We can’t review after March 1 in order for it to make it on GCC/UCC agendas. Faculty needs a finished product 2 weeks prior.

Agreed that setting more dates is favored,

Marissa also suggested that we need separate deadlines for existing courses and new courses (to comply with UCC/GCC)
Sub-committee needs to pick up responsibility to now communicate with applicants about minor revisions.

**Action Taken:** No vote

**Assigned Additional Duties:**
Get online submission ready (need to make all these changes at one time)
Email file for Chair signature/approval (procedural change)

Jenn Sisk will upload and provide feedback for Orgsync.

Deadlines, Chair submission as email (electronic approval)

2016/2017 Deadlines and Dates for submission...proposal dates
Earlier Spring deadline for new courses, and new date in Fall (September)
(keep Oct 15 and March 15)
Sharon will map out potential dates to match up with UCC/GCC dates.

**Agenda Item:** Trish asked about SL Assistants or student support for large classes.

**Discussion:** Students can apply to be Student SL Fellows (leaders with Community Partners) Help with communication w/ Community Partners and Instructors. Lead Reflections, etc.

Compensation would be in form of recognizing contribution

**Action Taken:** N/A

**Assigned Additional Duties:**
Email Jamie (my SLA)
Review models, add this to our potential future goals.

Motion to close-
Call to close- Tara
Next Meeting Dec 8, 2015.