COMMITTEE: Service Learning Committee

MEETING DATE: 3/01/2016

PERSON PRESIDING: Tara Gallien, SLC chair

REGULAR MEMBERS IN ATTENDANCE:
Tara Gallien, Donna Hollar, Hal Holloman, Michelle Mendez, Marissa Nesbit, Alberto Gonzalez Valdes

EX-OFFICIO MEMBERS IN ATTENDANCE:
An Jihoun, Rep. Of Chair of the Faculty
Dennis McCunney, Director of Center for Leadership and Civic Engagement
Sharon Paynter, Rep. of Chancellor
Patricia Fazzone, Rep. of VC of Health Sciences

OTHERS IN ATTENDANCE: N/A

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ACTIONS OF MEETING

Agenda Item: Approval of the Meeting Minutes for February 9, 2016

Discussion: No discussion

Action Taken: Minutes were unanimously approved and will be submitted to Lori Lee

Assigned additional duties to: Chair Gallien will submit February minutes to Lori Lee

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Agenda Item: Announcements

Discussion:
The committee discussed the March 15th deadline to submit SL course designation applications. Chair Gallien encouraged committee members to talk to their colleagues about submitting an application this spring. We hope to recruit participants for this spring so we can pilot the online screening process. Chair Gallien and McCunney will send out an email via Lori Lee to encourage participation.

Proposals for upcoming conferences—
Due March 15, 2016: Engagement Scholarship Consortium
www.engagementscholarship.org

Due March 22, 2016: International Association for Research on Service-learning and Community Engagement
http://www.researchslce.org/conferences/

McCunney highlighted the name change of the VSCLC to the Center for Leadership and Civic Engagement. The name represents the scope of the community engagement work that ECU students do. McCunney mentioned the NC Campus Compact Award won by ECU’s Chancellor Ballard. McCunney also shared staff changes in the CLCE. Also, Sharon Paynter is serving as the search chair for the CLCE associate director position. Paynter encouraged SLC members to attend the candidate presentations which will be held after spring break.
Paynter also reminded SLC members that the Engagement and Outreach Scholars Academy applications are due March 11, 2016. Paynter hopes to have lots of participants representing a variety of disciplines across the university.

Action Taken: None

Assigned additional duties to: Chair Gallien and McCunney will work with Lori Lee to send email. Holloman will include links to conference websites in the minutes.

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**Agenda Item:** Sub-Committee Reports

**Discussion:**

**Course Designation Sub-Committee**
Chair Gallien and Nesbit shared an update of their sub-committee’s work and shared a written summary of their February 18th sub-committee meeting (see attached). Chair Gallien provided an overview of the timeline and a procedural document for the SL Course designation screening process. These items will be posted on the SLC Faculty Senate Sharepoint website. Chair Gallien discussed steps of the online review process. Nesbit suggested that a face-to-face sub-committee meeting be held for the official vote on a course approval.

**Outcomes and Assessment Sub-Committee**
McCunney described the work of the Outcomes and Assessment Sub-Committee. One goal for this committee is to generate a plan to capture the impact and effectiveness of the Service-Learning courses at ECU. McCunney provided an overview of a recent webinar that examined SL course outcomes. The next sub-committee meeting is scheduled for March 17, 2016 at 9:30 am.

Action Taken: None

Assigned additional duties to: Chair Gallien will meet with Mona Amin in the CLCE office to format the website and supporting documentation (i.e. application packet, FAQs, application checklist, etc.) Chair Gallien will provide UCC/GCC with the guidance documents via a link on the CLCE website.

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**Agenda Item:** Development of SL Committee’s 2015-2016 Annual Report

**Discussion:** Chair Gallien will provide a draft of the SL Committee’s Annual Report via email. Members will provide feedback (via email) to Chair Gallien before our final meeting on April 12, 2016. The annual report needs to be approved at the April meeting and submitted to the Faculty Senate office no later than May 1, 2016.

Action Taken: None

Assigned additional duties to: SL Committee members will submit feedback to Chair Gallien before April 12, 2016.
NEXT REGULAR MEETING: April 12, 2016

ITEMS TO BE DISCUSSED:

- Finalize and approve the 2015-2016 Annual Report
- Discuss marketing and communication strategies for the SLC.
- Discuss how the CLCE can help with these marketing and communication strategies.
- SL Committee’s past accomplishments and future strategic goals.