COMMITTEE: Service Learning Committee  
MEETING DATE: 04/12/2016  

PERSON PRESIDING: Chair; Tara Gallien  
SLC chair REGULAR MEMBERS IN ATTENDANCE: Tara Gallien, Marissa Nesbit, Jennifer Sisk, Donna Hollar, Alberto Gonzalez Valdes, Michelle Mendez  

EX-OFFICIO MEMBERS IN ATTENDANCE:  
Carol Goodwillie, Rep of Faculty Senate  

ACTIONS OF MEETING  

Agenda Item: Approval of Minutes  

Discussion: Donna Hollar moves to approve minutes. All in favor  

Action Taken: Minutes approved.  

Assigned Additional Duties: N/A  

Agenda Item: Announcements  

Discussion: Alternative Spring Break: Thursday, 4/14- presentation 4-5:30 Mendenhall Great Rooms  

New candidates for CLCE position  

Action Taken: N/A  

Assigned Additional Duties: N/A  

Agenda Item: Sub Committee Reports  

Discussion:  

a. Designation Subcommittee: 2 Designation Applications submitted  

KINE 4500 Independent Study- Service Learning in Bahia Ecuador  
   ○ It would approve specific sections of KINE 4500 Independent Study (sec. 600’s)  
   ○ Discussion of quality assurance, how to keep up with those teaching SL designated courses.
Hickner Syllabus for KINE 4500 did provide objectives, and chair approval. Tara will provide feedback for revisions.

Provided revisions are completed in time, Tara will present at Faculty Senate in May.

Motion to Approve KINE 4500 Independent Study, Service Learning in Bahia Ecuador

Carol Goodwillie moves to approve, Marissa seconds, all in favor.

Second course: KINE 4003 Special Topics- Event Management. Denied approval, no syllabus, etc.; Instructor will resubmit.

Independent Study and Special Topics courses: need to come up with advice for these situations. Agreed that this is a future discussion, and something to be addressed by Course Outcomes and Assessment Subcommittee.

Checklist for SL Course Designation: Reviewed the checklist, some redundancy. Suggestion: take off “Checklist” in title. Suggestion to number the items. List with Feedback sent to Chair rather than adding info to Orgsync. Tara will talk to Dennis about list, Orgsync, and glitches.

b. Course Outcomes and Assessment Subcommittee updates:

Discussion of what needs to be assessed. Subcommittee came up with 3 conclusions/action items:
1-Revise the current assessment tool- expand parameters of current tools- revision prepared with committee at start of Fall 2016- proposal to full committee

2-Recommend a way to implement this tool to all SL classes/sections. IPAR data collection, email.

3- Once we have data, what should we do with it? High level reports, etc. Data Analysis. What does data do to help course? Shared data, best practices, incentivize

**Actions Taken:** N/A

**Assigned Additional Duties:** N/A

---

**Agenda Item:** Unfinished Business

**Discussion:**

a. Annual Report- Tara will draft report, prior to May 1.
b. New SL Course Designation timeline with deadlines- after committee (SLC, UCC, GCC) dates are posted for the 2016-2017 academic year

**Action Taken:**

**Assigned Additional Duties:**

**Agenda Item:** New Business

**Discussion:**

At start of new semesters, should pull SL class list and then send out email to touch base and request notification of changes, update SL definition, offer support.

Tara will be leaving next academic year, has asked Marissa to take over June 30th to September meeting, as interim chair for our committee.

**Actions Taken:**

**Assigned Additional Duties:**

Move to adjourn 4:48....