COMMITTEE: Service Learning Committee

MEETING DATE: November 13, 2012

PERSON PRESIDING: Kylie Dotson-Blake

REGULAR MEMBERS IN ATTENDANCE: Dotson-Blake, Weitz, Sasnett, Goodman, Huang, Boyer, Kavanagh, Quinn

EX-OFFICIO MEMBERS IN ATTENDANCE: McCunney, Long, Ballard

OTHERS IN ATTENDANCE:

ACTIONS OF MEETING

Agenda Item: Old Business: Goals

Discussion:

- Likes this format, since it is outcomes-based, measurable. (Weitz)
- Do Action Steps and Outcomes need to be flipped on the chart? Action steps most fluid. How is all of this going to get done? More professional staff in the Volunteer and Service Learning Center will be able to help. (McCunney)
- Benefits for the committee: some things may need to go through Senate, now the VSLC has a vehicle to do that. (Dotson-Blake)
- Assign headings: Awareness, Professional Development, Quality, Quantity. (Weitz) There was agreement on this amongst committee members. Dotson-Blake, Sasnett, and Weitz were strong proponents of this change and others agreed.
- This is a lot of outcomes for a 10-month period (Sasnett)
- Would span more than one year. Faculty Institute has been in process for at least 3 years. Whole process spans 3 years for the goal cycle. (Dotson-Blake)
- Look for overlap to discover different angles, if there was overlap, we could get this done faster. (Goodman/Weitz)
- Call it Goals and Three-Year Action Plan? 2012-2015? (Weitz) Agreement of all of the members on both.

Discussion diverged back to old business of the history of the Service Learning committee.
- Is this a new committee? (Goodman)
- Discussion of background of the committee. (Dotson-Blake)
- The number of courses with service learning components that are not recognized, and this needs to be captured. (McCunney)
- Reach out to those faculty who do a service learning component of their course who do not have designation; bring them in to the fold. (Dotson-Blake)

Resumed discussion of the goals.
- We can try to work on the language to get it consistent. We will need to wordsmith/tweak. Motion to go ahead with the goals as written, subject to final editing for consistency and to avoid duplication. (Weitz)

It was put to a vote and was passed unanimously.
The goals were discussed further:

- Online survey: group of people we have access to, craft a list of questions, jot down notes, but it is not a major research process. We need to find out why we aren’t reaching people. Service is not getting captured. (Dotson-Blake)
- Definition of Service Learning, is there a percentage of time the students need to be engaged in it? (Goodman)
- There is a current definition on the site, we will need to review it. (McCunney/Dotson-Blake)
- 2-3 of us to look at that survey in a subcommittee, make sure it has the information we’d like to gather. (McCunney)
- We want to work to not be redundant with anything that Beth Velde’s group has done. (Dotson-Blake)
- A timeline would be great. Review and revise definition is do-able for this year. Review online survey, and possibly send it out, is possible. We may have to do small focus groups next Fall. The annual conference is something we have to do each of the 3 years. (Sasnett)
- Assess the value of annual conference: that is there because Beth Velde’s group does something similar. We want to best use our funds. Collaborate with Beth’s group. How will the service learning committee relate to other efforts such as the March 7 (2013) symposium, “Ethics of Public Service,” via the Office of Service and Community Relations, and Task Force on Community Engagement. Tough for faculty to attend both. (Dotson-Blake)
- We need to boost the value of the conference (Sasnett)
- We don’t want to overwhelm the people who attend these kind of things. We should really work with partners like Engagement groups. (Dotson-Blake)
- Community Partners enjoyed the conference, but we can find other ways to engage them. Poster session was very good. (Dotson-Blake)

We then worked on some dates for the timeline:

- Conference Planning, have Beth Velde come talk about their symposium: December meeting
- Definition: February 2013
- Publicize benefits: By February because next designation cycle.
- Group Interviews: shoot for Fall.
- Report: End of Fall semester
- Compiling the data: would have Spring of ’14 to do that.

In the past, we have assigned small subcommittees, such as conference planning, logistics, etc. (Ballard, Dotson-Blake)
- Faculty Institute: follows Spring conference, could use funds saved from conference.
- Grant writing: good opportunity here. Would take time and work. (Ballard)
- Considering Faculty Institute for Spring of 15? (Sasnett)
- Could go both ways. If we save money from the conference, we might want to try to do something sooner. Recalled the Global Classroom partner. At the end, proposal for what you would do for your class at the end of the year. Could go to Administration with results of this. Grant is a great idea, because we could give a more comprehensive training. (Dotson-Blake)
- Small amount given, make it an honor, enough to motivate people. (Ballard)
- Dennis has already drafted Letter of Support/Commendation, which is one of our action items. If people see those in their PADs, that will raise awareness. (Dotson-Blake)
- Publicize service learning as a criterion for faculty engagement award. (Sasnett)
- Ask for people to send in any articles they have written about service learning while at ECU and send them to the center. Ongoing (Sasnett)
• Have Service Learning be a designation/community in the ScholarShip. (Boyer agreed that we could make a community for this).
• Pursue development of teaching award specific to service learning. (Dotson-Blake) Effort should be doing our own award. (Ballard)
• Integrate award in to conference, make it a luncheon. Very well attended event on the Health Sciences campus.

Action Taken: These goals were accepted by the committee (with revisions), to be called Goals and Three-Year Action Plan (2012-2015)

Assigned additional duties to: Next time, bring some ideas of speakers for the conference. Dotson-Blake will ask Velde to speak about what she’s planning. Dotson-Blake will make the changes and send out.

Agenda Item: Adding an evaluation component in to the Service Learning Designation Application.

Discussion: Dennis McCunney presented a short introduction to the topic. The general consensus was that the committee would really like to add this.

Action Taken: Tabled until next time due to time.

Assigned additional duties to: N/A

Agenda Item: Tutorial Seminar on How to Integrate Service Learning into your Course

Discussion:
• Can we do something like the Honors College did last week, where we instruct people on how to effectively apply? (Kavanagh)
• Could do this through Office for Faculty Excellence (Dotson-Blake)
• It would be best to duplicate on East and West Campus. (Boyer)

Action Taken:

We were in agreement as a group that we would go forward with this.

Assigned additional duties to: Katy Kavanagh and Dennis McCunney will discuss this and report back to the group. They have scheduled a time to meet on Wednesday, November 14, 2012.
Needed to adjourn: 4:40

NEXT MEETING: December 11, 2012 in 248 Mendenhall.

ITEMS TO BE DISCUSSED:
- Adding an evaluation component in to the Service Learning Designation application;
- Beth Velde will talk about the March symposium, “Ethics of Public Service,” and how we can get involved;
- Conference planning.