COMMITTEE: Service Learning Committee

MEETING DATE: 4/8/2014

PERSON PRESIDING: Dotson-Blake

REGULAR MEMBERS IN ATTENDANCE: Dotson-Blake, Gallien, Sasnett, Paynter, Weitz, (Kavanagh) Webb, Scholtz

EX-OFFICIO MEMBERS IN ATTENDANCE: McCunney, Velde, Fazzone

OTHERS IN ATTENDANCE: Smith

Minutes were approved unanimously from the last meeting.

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**ACTIONS OF MEETING**

**Agenda Item: Old Business: Assessment Instrument**

**Discussion:**
Update on meeting with George Bailey
Subcommittee pared down the assessment to take out any faculty evaluation.
We have approved it as a committee, and George Bailey thought it was much improved.
Would serve multiple purposes, would be completely voluntary, but VSLC will encourage its use.
ePortfolio (iWebfolio): this will tie in to the same system.
VSLC will make a campus module for faculty to embed in to course for students, part would require students to log in to OrgSync.
Would be good to look at how other institutions collect service learning information.

**Action Taken:**
N/A

**Assigned additional duties to:**
N/A

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**Agenda Item: Old Business: Faculty Senate Resolution Update**

**Discussion:** The courses that we have taken to the senate have been approved. They will go to Diane Coltraine. [Add listing from Kylie]

**Action Taken:** None

**Assigned additional duties to:** N/A

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**Agenda Item: Current Service Learning Proposals**

**Discussion:**
   a. DNCE 2200: Creative Dance and Drama for the Elementary School, SL*
i. Proposal to have DNCE 2200 (some sections) receive the SL designation. Subcommittee brings this forward for approval, feels that it meets SL designation. Fazzone moved to accept, Sasnett seconds. DNCE 2200 is approved.

b. EXSS 3545: Practices and Procedures in Physical Education for Elementary Schools, SL
   i. Proposal submitted, some components waiting to be received before full review can be completed. Faculty request that all sections be designated SL. Meagan Smith has not heard back from the instructor, but has worked with them. We may have to take this on electronically as a committee, stay tuned.

c. NURS 6622: Care of Older Adults with Acute and Chronic Illness Practicum
   i. Development in process – preliminary review by subcommittee members, full application not submitted yet.

Action Taken: None

Assigned additional activities to: N/A

Agenda Item: Subcommittee Revamp for Next Year

Discussion:

McCunney discussed the need to change some of the subcommittees on this committee. The Assessment Subcommittee could become the Outcomes Subcommittee. Writing Across the Curriculum Committee: look at their outcomes and borrow some of their language and process.

Recommendations for new subcommittees included:
   a. Outcomes subcommittee
      Collecting reflection products and making sure that reflection instrument is being distributed (relevant to previous assessment discussion)
      Three ways of getting information
         1. Coming up with a process to collect samples of student work
         2. Encouraging faculty to use end-of-course student assessment instrument
         3. Faculty S-L Assessment – asking about their experience teaching course, support received from committee and VSLC, what sorts of continued professional development opportunities do they need
   b. Faculty Development subcommittee
      Utilizes feedback from outcomes review committee to design and implement ongoing professional development for faculty
   c. S-L Designation subcommittee
   d. Community Liaison subcommittee

Feedback was solicited about the new subcommittee structure.

Velde introduced a document consisting of feedback from the Carnegie Designation. There was some alarm at the drop in the number of service learning courses. What is at the root of the problem? Is this because we do not have a staged designation? Do faculty not like this pedagogy? We need to decide whose job this is. Community-based learning courses have been added to the Carnegie designation section to beef it up. If we can get the Carnegie designation, it is good for 10 years.
Dotson-Blake said we have reached out to different units and offered instruction, we have presented through the OFE, etc. We have tried these different things, but none have worked so far. Are we being realistic saying that SL reaches across the university, or are there units where we should focus our efforts? Is it one definition absolute? A continuum? Can we fold this in to a subcommittee’s work? Fazzone brought up the issue that we do not know the barriers and challenges to this kind of work. We should revisit this as a committee. McCunney weighed in and said there are those that do not have the designation, but the VSLC gives them the same support.

Dumlao felt that there was a lot of confusion on campus about what service learning is. We need a PR campaign to help get the word out.

We do not have a mechanism for capturing what people are doing unless publicity is generated about it. Velde had to go through departmental webpages to find out information. Currently use course codes to count this. We all value this information.

The marketing and PR piece needs to be part of every subcommittee. Many will still be here next year and this needs to be considered.

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**Agenda Item: Committee Leadership for Next Year**

**Discussion:** We had a number of the appointed positions that were open, but we could think of some ideas for people who may serve.
We are not sure who will be on the committee next year as elected members, but 3 are rotating off. Those rotating off include Dotson-Blake, Sasnett, and Kavanagh Webb.

**Action Taken:** None

**Assigned additional duties to:** N/A

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**Agenda Item: Committee Report for End of the Year**

**Discussion:** Dotson-Blake will create this and then send it around.
Velde suggested that we had the designated courses that year in the report so that IPAR have a centralized place to look every year.
This could be listed under accomplishments for the year.

Dumlao asked if there is a way to track what has been published that is SL-related. Is this in the ScholarShip or Sedona? There is not an easy way. Is there a reason we do not tag? It was difficult to get the tags in, and they are optional. The committee report is only a report of what the committee has done. Velde felt the only way that you could do it is to contact IPAR and pull all presentations that are tagged CES and then go through them by hand. If most faculty knew that someone published on service learning and it helped with promotion and tenure, that is helpful information to the committee.

There is also a VSLC Annual Report that can have as much or little information as needed, so some of this could go there.

**Awards Nominations for Service Learning faculty: by April 14.** Patch Clark would be a great candidate. The form is available on OrgSync, and done digitally.
Action Taken: None

Assigned additional duties to: Dotson-Blake will write the report, adding the listing of approved courses for the year. Velde will send information about the CES designation.

NEXT MEETING: Will occur in September, TBA.

ITEMS TO BE DISCUSSED: Election of officers, assign members to subcommittees.