COMMITTEE: Service Learning Committee

MEETING DATE: 9/11/2012

PERSON PRESIDING: Dotson-Blake

REGULAR MEMBERS IN ATTENDANCE: Dotson-Blake, Deena, Huang, Weitz, Kavanagh

EX-OFFICIO MEMBERS IN ATTENDANCE: Velde, Ballard, Fazzone, Long, McCunney, Hegde

OTHERS IN ATTENDANCE: Lee, Sprague

____________________________

ACTIONS OF MEETING

Agenda Item: Elect Committee Officers

Discussion: Kylie Dotson-Blake was elected unopposed as chair of the committee, due to her prior knowledge of the actions of the group before becoming a Faculty Senate Committee.

Action Taken:
The following faculty members were elected as officers of the Service Learning committee:
Chair: Kylie Dotson-Blake
Vice-Chair: Jerry Weitz
Secretary: Katy Kavanagh

Assigned additional duties to:
N/A

____________________________

Agenda Item: Committee’s Charge and determining goals for the committee

Discussion: Mark Sprague read the charge to the committee, as this committee is just being formed. It was recommended by Kylie Dotson-Blake that we think of some goals for our next meeting. A discussion of the history of the group up until the point of becoming a committee in Faculty Senate was launched. Important values of this previous group, including integrity, were touched upon. Issues of data capture, as well as defining service learning were voiced by various members of the committee. Beth Velde mentioned that there was information about the service learning designation in the SACS documentation, and offered to send it to the members of the committee.

Action Taken: N/A

Assigned additional duties to:
• All committee members must come up with ideas of specific goals for this academic year for this committee and bring them to the next meeting. A form is provided in the package for this purpose. Some prior goals of the committee include: defining service learning (and what it is not), promoting
the service learning designation, providing resources including the annual service learning conference, and providing recognition and reward for service learning designations.

- Beth Velde will send the SACS documentation about service learning. As of the preparation of these minutes, she has already done so.

---

**Agenda Item:** Determining a time for the committee to meet and future meeting dates

**Discussion:** The committee has a standard meeting day of the 2nd Tuesday of each month. The future meeting dates of the committee are set except for October (open due to fall break), January, and March (spring break). Tuesday afternoons are good for all but one member. Mark Sprague voiced his concern that this would conflict with Faculty Assembly, but luckily, none of the dates conflict.

**Action Taken:** It was unanimously decided that we would meet at 3:30 on the second Tuesday of every month and selected October 16th for the next meeting date

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

---

**Agenda Item:** General Discussion

Other items discussed included the following:

- The number of service learning courses already designated (approximately 20) and the number anticipated to be submitted (6 to 8 in any one semester).
- Whether some study of the range and variety of service learning-designated courses was needed.
- How the service learning committee will relate to other efforts such as the March 7 (2013) symposium, “Ethics of Public Service,” the Office of Service and Community Relations, and Task Force on Community Engagement.
- How the service learning designation relates to study abroad and whether internships count or should count as service learning.
- How to maintain the service learning designation in instances where the professor proposing the course no longer teaches the SL course.
- Whether “for profit” entities can be considered community partners in SL courses.
- Whether an evaluation or audit of existing SL courses was needed or warranted.
- Requirement of the committee to submit an annual report to the Faculty Senate.

**Action Taken:** N/A

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

---

**NEXT MEETING:** October 16, 2012, at 3:30 p.m. (location to be determined)

**ITEMS TO BE DISCUSSED:** Goals, Service Learning designation applications for Spring 2013.