

(4 page limit, please)

**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT**

2019-2020 Academic Year

COMMITTEE: Service-Learning Committee (SLC)

Note: SL = Service-learning; CLCE = Center for Leadership and Civic Engagement

Membership (include ex-officio members).

Almitra Medina, Delta Smith, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Patricia (Patch) Clark, Misun Hur, Heather Panczykowski, Chehannah Hayden, Tara Kermiet, Sharon Mallette, Janee Avent Harris

Meeting Dates (include members present).

[9/17/2019](#)

Almitra Medina, Delta Smith, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Patricia (Patch) Clark, Misun Hur, Heather Panczykowski, Chehannah Hayden, Tara Kermiet

[10/01/2019](#)

Almitra Medina, Marion Eppler, Sachiyo Shearman, Vera Tabakova, Misun Hur, Sharon Mallette, Heather Panczykowski, Chehannah Hayden, Tara Kermiet

[11/12/2019](#)

Almitra Medina, Delta Smith, Janee Avent Harris, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Patricia (Patch) Clark, Heather Panczykowski, Tara Kermiet

[12/10/2019](#)

Sachiyo Shearman, Delta Smith, Marion Eppler, Sachiyo Shearman, Craig Becker, Misun Hur, Heather Panczykowski, Tara Kermiet

[1/14/2020](#)

Almitra Medina, Delta Smith, Janee Avent Harris, Marion Eppler, Sachiyo Shearman, Priti Desai, Craig Becker, Patricia (Patch) Clark, Misun Hur, Sharon Mallette, Heather Panczykowski, Chehannah Hayden, Tara Kermiet

[2/11/2020](#)

Almitra Medina, Priti Desai, Craig Becker, Sachiyo Shearman, Vera Tabakova, Misun Hur, Heather Panczykowski, Chehannah Hayden, Tara Kermiet

[3/03/2020](#)

Almitra Medina, Delta Smith, Janee Avent Harris, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Patricia (Patch) Clark, Misun Hur, Heather Panczykowski, Tara Kermiet

[4/14/2020](#)

Almitra Medina, Janee Avent Harris, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Misun Hur, Heather Panczykowski, Tara Kermiet

Subcommittees established during the year (include progress and/or completion of work).

Course Designation Subcommittee

Received and approved

- one application for SL designation (COMM 6216),
- one application for SL* designation (COMM 3151), and
- one request for removal of SL designation (RCLS 3004).

Recognition Subcommittee

- **SL Faculty Profile.** Wrote an article called “SL Faculty Profile: Enhancing Faculty-Community Partnerships” highlighting Dr. Carole Goodwillie for the Provost’s First Monday publication (April 6, 2020). Dr. Goodwillie was the Spring 2020 recipient of the CLCE’s Outstanding Faculty Contributions to Community Engaged Learning Award.
- **Pirate Profiles.** Submitted a written recommendation for MBA graduate student and SGA vice president Taylor Chappell to be recognized on Pirate Profiles for her SL commitment. The nomination was submitted to Crystal Baity, Public Communication Specialist in ECU News Services, but the profile has not yet been published. The subcommittee should follow up on its status.
- **SL graduation cords.**
 - Discussed criteria of SL graduation cords (4 SL/SL* courses of a C grade or better in each one), funding from SGA to cover the cost of the cords, and how to address problems identifying recipients (i.e., how to get a list of students who have previously completed SL courses. A BIC report for SL-purposes was created at the end of the academic year (after the final SLC meeting); therefore, the report should be used in the future to determine eligibility for SL graduation cords and the reach of SL at ECU. Contact person for the BIC report: Misun Hur.
 - Procured information from the ECU bookstore regarding the cost and availability of SL honor cords in terms of color and cord type.

Promotion/Outreach Subcommittee

- **Promotional video.** See below regarding the promotional video. Talking points to promote SL for both faculty and students include benefits for learning, skill development, resume enhancement, job placement, internship opportunities, etc.

Accomplishments during the year. Please include recommendations made to any University agency other than the Faculty Senate.

- 1. Designation approvals and catalog updates.** Approved SL designation (COMM 6216), SL* designation (COMM 3151), and removal of SL designation (RCLS 3004). The undergraduate and graduate catalogs were completely updated, in collaboration with the Registrar’s Office and CLCE. PSYCH3206 SL* was approved in 2010, prior to the SL Committee existence; thus, the course catalog was updated to reflect the SL* designation. KINE 5800 SL* changed its course number to KINE 6030 SL*; thus, the SL* course list in the graduate catalog was updated to reflect the new number. The SL designation of HLTH4604 (SL) was transferred to HLTH4880 (same course but new name).
- 2. Survey.** The Service-Learning Course Designation Survey was administered to all ECU faculty during Summer 2019 to determine the perceived barriers in developing a SL-designated course. The results were reported in Fall 2019 (see Sharepoint), with the top five barriers surfacing as following: Faculty are...
 - a. concerned about the time commitment required for a SL course (14.4% of responses),
 - b. concerned about time involved in applying for SL designation (11.05%),
 - c. unsure how to make classes related to SL (10.28%),

- d. unsure about the process to apply for SL designation (8.74%), and
- e. unaware of campus resources that facilitate SL (8.48%).

Respondents received a follow-up thank you email and guide for further resources.

3. Promotional video.

- a. Communicated with ECU Creative Services (Heather Wilkinson and Kevin Treadway) to develop a marketing campaign designed to promote SL to faculty and students by creating short (2-minute) promotional videos. These videos can be emailed to faculty, students, and administrators, posted on websites, and used for new student orientation and admissions events. See the completed Video Project Intake Form and email from Creative Services posted on Sharepoint for more information.
- b. The SLC voted on and approved inclusion of the following contents for the video: 1) What is SL, 2) What is not SL, 3) Barriers to SL, 4) Benefits of SL, 5) Interviews from a couple of faculty who teach SL-designated courses (testimonials), and 6) Student reflections. Note: Potential faculty interviewees include Rebecca Dumlao, Holly Winkler, Craig Becker, and Patch Clark. Faculty interviewees should suggest potential students to be interviewed.
- c. The target date for completion of the video project was the end of Spring 2020, but COVID-19 affected this schedule. SLC voted to continue the project in 2020-2021.

4. Press release. Recognized a faculty member's dedication and effectiveness in SL by submitting an article for consideration in the Provost's First Monday, April 2020 edition. Formally nominated a graduate student to recognize her SL work in Pirate Profiles.

5. Award. A representative from SLC served on the selection committee of the CLCE Outstanding Faculty Contributions to Community Engaged Learning Award

Reports to the Faculty Senate (include dates and resolution numbers).

#19-94 December 10, 2019

Curriculum and academic matters acted on and recorded in the SLC meeting minutes of November 12, 2019, including the following:

- **SL designation of COMM 6216 (all sections)**—Community Engagement and Health Communication
- **SL designation of COMM 3151 (specific sections only)**—Family Communication
- **Removal of SL designation for RCLS 3004** (upon request from the program coordinator).

#20-12 February 25, 2020

Curriculum and academic matters acted on and recorded in the Service-Learning Committee meeting minutes of February 11, 2020, including the following:

- **Transfer of SL designation from HLTH 4604 (SL) to HLTH 4880** (same course but new name).

Business carried over to next year (list in priority order).

1. Create a promotional service-learning video with Creative Services
2. Follow up with getting BIC reports listing students who have taken SL/SL* courses. Must indicate who has access to these BIC reports.
3. Revisit justification for criteria to earn SL honors cords and edit email about earning SL graduation cords that would be sent to all students. If there will be an application process, those details need to be worked out.
4. Follow up with Crystal Baity, Public Communication Specialist, about the status of our Pirate Profiles nomination (Taylor Chappell).

Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

- A. Charge: No concerns
- B. Personnel: No concerns
- C. Attendance: No concerns
- D. Responsibilities: No concerns

E. Activities: The committee worked on initiatives to promote SL at the faculty, student, and administrative level. Interruptions due to COVID-19 impacted the availability of Creative Services to create our promotional video, as they had to focus efforts on the online graduation ceremony. Communication delay with the Registrar's Office also impacted our initial ability to create a specialized BIC report for the purposes of determining students who have taken designated SL (all course sections) or SL* (specific course sections only) courses and who qualify for the potential SL graduation cords.

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee. None

Does the Committee's organizational meeting next year need to be earlier than the date set this year?

If yes, when do you prefer: N/A

Signed: Chairperson Almitra Medina

Vice Chair Sachiyo Shearman

Secretary Marion Eppler

Please forward the completed, approved annual report to the Faculty Senate office via email (faculty senate@ecu.edu) no later than May 15, 2020.