

(4 page limit, please)  
**EAST CAROLINA UNIVERSITY FACULTY SENATE  
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT  
2020-2021 Academic Year  
COMMITTEE: Service-Learning Committee (SLC)**

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

**Membership** (include ex-officio members).

Regular Members: Ya-Huei Lu, Marion Eppler, Sachiyo Shearman (Chair), Priti Desai, Vera Tabakova (Vice Chair), Oghale Asagbra, Abby Schwartz, Jill Twark  
Ex-officio Members with vote: Patricia (Patch) Clark, Misun Hur, Wendy Brridgers, Alberto Gonzalez-Valdes, Rebecca Begley, Chehannah Hayden, Kris Rixon  
Ex-officio Members without vote: Tara Kermiet

**Meeting Dates** (include members present).

9/8/2020

**PERSON PRESIDING:** Purificación Martínez (Chair of the Faculty Senate) and Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Ya-Huei Lu, Marion

Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Patch Clark, Misun Hur, Wendy Bridgers, Rebecca Bagley, Kris Rixon, Tara Kermiet

**OTHERS IN ATTENDANCE:** Rachel Baker

10/13/2020

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Abby Schwartz, Jill Twark, Oghale Asagbra,

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Misun Hur, Wendy Bridgers, Rebecca Bagley, Kris Rixon, Tara Kermiet, Alberto Gonzalez-Valdes

**OTHERS IN ATTENDANCE:** Rachel Baker

11/10/2020

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Ya-Huei Lu, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Oghale Asagbra, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Patch Clark, Misun Hur, Rebecca Bagley, Tara Kermiet

**OTHERS IN ATTENDANCE:** Rachel Baker

1/26/2021

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Ya-Huei Lu, Marion

Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Oghale Asagbra, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Patch Clark, Misun Hur, Tara Kermiet

2/9/2021

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Ya-Huei Lu, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Wendy Bridgers, Rebecca Bagley, Tara Kermiet

3/9/2021

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Ya-Huei Lu, Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Oghale Asagbra, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Patch Clark, Misun Hur, Wendy Bridgers, Rebecca Bagley

**OTHERS IN ATTENDANCE:** Rachel Baker, Purificación Martínez

4/13/2021

**PERSON PRESIDING:** Sachiyo Shearman

**REGULAR MEMBERS IN ATTENDANCE:** Marion Eppler, Sachiyo Shearman, Priti Desai, Vera Tabakova, Craig Becker, Oghale Asagbra, Abby Schwartz, Jill Twark

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Wendy Bridgers, Tara Kermiet

**OTHERS IN ATTENDANCE:** Purificación Martínez

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

SL Redefinition Subcommittee

- Researched and collected resources for online SL courses.
- Researched ways to “redefine of SL” in online teaching environment.
- Searched for creative ideas for SL in times of pandemic in online environment and collected resources to create possible SL resources page (which can be either linked or housed in CECL website).

Recognition Subcommittee

- Obtained and analyzed the data from IPAR to examine the numbers of qualifying students for SL recognition and SL honor cord.
- Voted for the criteria of SL graduation cords (3 SL/SL\* courses with a C grade or better in each one).
- Explored various options for funding SL graduation honor cords.
- Contacted ECU Bookstore regarding the bulk purchase of SL designation cords.
- Secured White and Silver double cords for SL recognition honor cords at the ECU and future B&N Book store.
- Discussed the procedures for which the SL recognition and honor cord can be implemented.

Promotion/Outreach Subcommittee

- Reviewed possible ideas of creating websites for interested faculty members.
- Designed and created an online survey targeting SL faculties using Qualitrics.
- Scheduled to distribute survey to the faculty teaching SL courses for their inputs at the end of the spring 2021 semester (analysis of survey data is to be continued in summer/fall).

Promotion Vision Subcommittee

- Created an overview document with a possible long-term promotion efforts.
- Divided promotion efforts in four constituents: students, faculty, administration, and community.
- Discussed different ways that we can promote SL in all four constituents: students, faculty, administrative units, and community.

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

**1. Designation approvals and catalog updates.**

- a. Approved SL designation for BIOL3010 Scientific Communication as proposed by Dr. Heather Vance-Chalcraft.

- b. Approved to make KINE4991 to be the pre-requisite for KINE4500, an already approved SL designated course.
- c. Discussed future SL or SL\* course revision procedures, where the committee would only review in case changes would impact the SL components of a course.
- d. Following this SL course designation procedure (<https://www.ecu.edu/cs-acad/fsonline/customcf/committee/sl/sldesignationcourseprocess.pdf>), chair contacted provost and his assistant, Drs. Grant Hayes and Madeline Griffith regarding the BIOL3010 SL course approval.
- e. Reported to faculty senate on March 30, 2021, and obtained faculty senate approval.

## **2. Promotional materials/SL course application review**

- a. Communicated with Tara Kermiet at the Center for Leadership and Civic Engagement regarding resources for SL courses
- b. Reviewed SL course application websites.

## **3. SL Honor Cord Recognition**

- a. Communicated with Mr. Ho Kun Lee at IPAR to generate data for students who have taken SL and SL\* courses in the past several years.
- b. Subcommittee members obtained access to the data that is generated by IPAR to review students who qualify for SL honor cord designation.
- c. Voted for the criteria for SL honor cord recognition where the qualifying students must have completed at least three (3) service-learning designated courses with a grade of C or above.
- d. Contacted ECU Bookstore to ensure that Silver and White Double Cords are saved for upcoming SL honor cord designation.
- e. Discussed possible procedures in obtaining cords such as creating list of faculty sponsors for qualifying students among others.

## **4. Survey.**

- a. The Service-Learning Course Survey was administered to ECU faculty who have been teaching SL or SL\* courses at the end of Spring 2021 semester. We plan to re-distribute survey and continue to encourage faculty members' participations in early summer of 2021.
- b. The survey's objectives were to understand the challenges that faculty members are facing in teaching SL-designated courses in online environment, to understand what they do, and to possibly promote some of those faculty who continue to teach SL designated courses during the pandemic (between the spring of 2020 to the spring of 2021).

## **5. Award.**

- a. A representative from SLC served on the selection committee of the CLCE Outstanding Faculty Contributions to Community Engaged Learning Award.
- b. A representative from SLC served on the selection committee of the University Service-Learning Teaching Excellence Award.

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

#21-20 March 30, 2021

Curriculum and academic matters acted on and recorded in the Service-Learning Committee meeting minutes of March 9, 2019, including the following:

- **SL designation of BIOL 3010 – Scientific Communication proposed by Dr. Heather Vance-Chalcraft.**

Approved by the Faculty Senate: March 30, 2021

Approved by the Chancellor: pending

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

- 1. Use survey results

- a. Analyze the survey results for possible dissemination.
  - b. Select active SL faculty members to feature for pirate profile.
2. Follow up with ECU Bookstore (or B&N at ECU)
- a. To make sure Silver & White Double Cords will be purchased for SL honor students.
  - b. To discuss ways to make Silver & White Double cords available for qualifying students.
3. Revisit the procedure to implement SL recognition and SL honor cord in Fall 2021
- a. To update procedures to provide SL recognition and SL honor cord purchase options for qualifying students in Fall 2021.
  - b. To review IPAR data to create the list of qualifying students for SL recognition/honor cord
  - c. To create a list of SL honor cord support faculty who could help fund qualifying students.
4. Continue committees' discussion on SL course promotion with various constituents
- a. To review specific action items to promote SL course with four constituents: students, faculty, administration/department/college, and community.
    - i. Students: Implement SL recognition and honor cords from Fall 2021.
    - ii. Faculty: Redefine SL, so more faculty members can apply for the SL course designations. / Review survey and promote faculty members teaching SL courses for the Pirate Profile or other venues. / Consider an award such as the life-time SL teaching achievement for faculty members who continue to teach SL courses.
    - iii. Department/College: Consider providing awards at the college or department level to reward the unit that offers many SL designated courses.
    - iv. Community: Consider ways to reward community partners.

**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:
  - Transition of ECU Bookstore to B&N University Bookstore impacted our ability to move on forward with the discussion of purchase options for honor cords (white & silver double cords) selected for SL recognition and graduation honor code.
  - Interruptions due to COVID-19 impacted some of the faculty conducting SL courses, we may need to consider added supports for faculty who are teaching SL designated courses.

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

*Sachiyo Shearman*

Signed: Chairperson \_\_\_\_\_

Vice Chair *V. Tabanang*

Secretary Marion Eppler

**Please forward the completed, approved annual report to the Faculty Senate office via email ([facultysenate@ecu.edu](mailto:facultysenate@ecu.edu)) no later than May 15, 2020.**