

**COMMITTEE:** Faculty Senate Service-Learning Committee

**MEETING DATE:** Feb 11, 2020

**PERSON PRESIDING:** Almitra Medina

**REGULAR MEMBERS IN ATTENDANCE:** Almitra Medina, Priti Desai, Craig Becker, Sachiyo Shearman, Vera Tabakova

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Misun Hur, Heather Panczykowski, Chehannah Hayden, Tara Kermiet

**OTHERS IN ATTENDANCE:** none

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## **ACTIONS OF MEETING**

Agenda Item: Approval of minutes from 1/14/2020

Discussion: None

Action Taken: Approved

Assigned additional duties to: None

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Agenda Item: Promotional Video Production

Discussion:

- Misun Hur reported to us about her conversation with Creative Services.
  - The recommended length of the PR video is to be 2 minutes or so. No fee is associated.
  - They recommended us to create an account, complete questionnaires, and have a meeting.
  - We need to get in touch with Ms. Heather Wilkinson, project manager, at the Creative Services.
- Almitra Medina wants us to get started with the process.
- Chehannah Hayden stated that Professor Holly Winker is a potential candidate. Sachiyo Shearman mentioned that Professor Rebecca Dumlao okayed to be featured as well.

Action Taken: Misun Hur, Craig Baker, and Heather Panczykowski are in the sub-committee and to lead this effort to make SL promotional video, and to meet with the production manager at the Creative Service.

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Agenda Item: Press Release

Discussion:

- East Carolinian - Pirate Profile – who is sponsoring? Is it sponsored by the specific college or SL Committee?
- Priti Desai stated that we need to provide reasoning as to why we are recommending specific students.
- Chehannah Hayden recommended a student named Taylor Chappell who is now in MBA program, and she is a vice-president of SGA who completed multiple SL courses in the past.

Action Taken: Chahanna Hayden is to share her contact with Vera Tabakova. Vera is to contact her and her professor.

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Agenda Item: Course Catalogue Updates

Discussion:

- Almitra Media reported us the updates of SL and SL\* listings.
- Two courses - COMM3151 and COMM6216 are approved as SL courses. PSYCH3206 SL\* was approved prior to the SL Committee existence; thus, Diane Coltraine updated the course to reflect the SL\* designation per our suggestion. There is no need to report this to the Faculty Senate since the SLC was not under its purview when it was initially approved as SL\* in 2010.
- KINE 5800 SL\* changed its course number to KINE 6030 SL\*; thus, Diane Coltraine updated the SL\* course list in the graduate catalog to reflect the new number.
- HLTH4880 was previously offered as HLTH4604 (SL). We need to report to the Faculty Senate for SL approval of HLTH4880. HLTH4880 is the same course as HLTH4604 (SL).
- Vera moved to transfer SL designation from HLTH4604 (SL) to HLTH4880. Seconded by Craig Baker. Motion passed.

Action Taken: Almitra Media will report this motion (approving HLTH4880/SL) to the Faculty Senates.

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Agenda Item: SL honor cord

Discussion:

- Almitra Medina stated obtaining full list of students who completed SL course is crucial. The register's office is contacting ITCS to see if this is possible in the Banner system.
- The committee revisited the SL honor cord criteria – to award students who completed at least four (4) SL or SL\* courses. The committee discussed whether or not completion of four (4) SL course is enough or whether to look at the overall GPA, or the grades of four (4) SL designated courses.
- Vera Tabakova motioned that the SL honor cord to be awarded for students with 4 service-learning courses and for them to have received C (2.0) or better to be qualified for SL cord. Motion passed.
- Almitra Medina mentioned that we need to be aware of the fact that not all of the SL courses are listed on the transcripts from previous semesters.

Action Taken: Almitra Medina follow up with the Register's office regarding the transcripts.

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**NEXT MEETING:** March 3, 2020 at Rawl Annex 142

**ITEMS TO BE DISCUSSED:**

- Updates on items discussed at this meeting – PR video and meeting with the media/creative services.
- Continue discuss ways to highlight SL student.
- Discuss how to address issues in identifying SL honor cords recipients.