**Service-Learning Subcommittee**

**Meeting Minutes**

**February 3, 2023**

Present: Alison Mandaville, Susan Alteri, Morgan Hawker, Aaron Hoskins, Chris Fiorentino, Marcus Shaw, Haley Shah, Angela Soghomonian, Nicole Smith, Fernando Parra, Steve Hart

Not present: Bernadette Muscat and Jamie Levitt

Steve Hart was selected as interim Chair for this meeting.

Meeting was called to order at 1:33 pm.

Moved, seconded, and carried (MSC) to approve the agenda.

MSC to approve minutes from the 12/2/22 meeting.

Chris shared that he had not yet received a revised syllabus for the proposed EES 115S course. A reminder email was sent earlier this week to the department with information on the changes that were requested after the December 2022 review.

Chris shared that Ana Soltero Lopez sent notifications the Department Chair and relevant faculty members regarding 5 year recertification reviews of the following courses: LEE 101S, CRIM 120S, PSYCH 171S, COUN 214S, and MRKTG 100S. Chris sent a reminder email on February 2nd. Dr. Marcus Shaw submitted a syllabus and course materials for CRIM 120S and Chris sent those out to for working group review. The other departments have yet to submit their course materials for review. The deadline for submission of those materials is February 15th. When they are received, Chris will assign them to working groups for review.

Steve reminded the group that, due to Ana’s resignation, the subcommittee needed to elect a new Chair. Chris sent a call for nominations and after receiving no response, he contacted Aaron Hoskins to see if he would be interested in serving. Aaron agreed to serve if elected. MSC to have Aaron serve as Chair the remainder of this year and, if approved for a second term of service on the Subcommittee, Aaron will continue in the role of the Chair through the end of the 2023-24 academic year.

Chris and Steve recommended Dr. Myung Shin as the interim Kremen School of Education and Human Development. Dr. Shin has agreed to serve on an interim basis for the spring semester. He has also indicated he is interested in filing the KSOEHD position beginning in fall 2023. He will submit the required interest form to the Academic Senate Office for consideration. Chris will discuss Dr. Shin’s service with AP&P Chair Jim Mullooly.

Chris shared that the President, Provost and Vice Provost expressed a desire to see an increase in the number of service-learning courses across campus. Chris recently met with the Provost, Vice Provost, and Dr. Bryan Berrett of the IDEAS Center to discuss ways this can be accomplished. Chris asked the Subcommittee for ideas and a lengthy discussion ensued with many excellent ideas shared. Chris will share these ideas with the Provost and Vice Provost. He will also recommend that a refined list be shared with the SL Subcommittee for their further input.

The following meeting dates and times for the spring semester were approved:

 Friday, March 3, 1:30-2:30pm

 Friday, April 14, 1:30-2:30pm

 Friday, May 5, 1:30-2:30pm

Meeting adjourned at 2:30.

Minutes respectfully submitted by Chris Fiorentino on February 3, 2023.