MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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**Meeting Minutes**

**May 5, 2023**

Present: Aaron Hoskins, Morgan Hawker, Steve Hart, Chris Fiorentino, Haley Shah, Alison Mandaville, Fernando Parra, Susan Alteri, Myung Shin

Not present: Bernadette Muscat, Nicole Smith, Marcus Shaw, Jamie Levitt, Angela Soghomonian

Meeting was called to order at 1:37 pm.

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

MSC to approve minutes from the 4/14/23 meeting.

Chris shared that his working group reviewed a revised syllabus for RA 115S. Members of the working group unanimously agreed that the course now meets all S designation requirements. MSC to recommend the course for S designation.

A discussion on SL, APM 325 and probationary plans was held. Morgan shared that the Chemistry Department Chair will ask their new faculty mentors to include SL in all new faculty members’ probationary plans as a way for to address Teaching Effectiveness, Professional Growth and Scholarly/Creative Activities, and at least indirectly under University and Public Service. Several members noted that it would be helpful to have sample language that can be used in probationary plans. Chris will draft something and share it with the committee.

On the topic of APM 325 and SL, Chris has reached out to Jim Mullooly, Chair of AP&P a couple of times to get guidance regarding the best ways to better imbed SL in campus RTP/WPAF guiding documents. He will also talk with Vice Provost about working with Faculty Affairs to make changes to the university’s Probationary Plan template and include service-learning as a way to demonstrate Teaching Effectiveness, Professional Growth and Scholarly/Creative Activities, and at least indirectly under University and Public Service. Finally, Chris will talk with Faculty Affairs about possibly including something about SL in any RTP workshops for new faculty.

Meeting dates for fall 2023 Meeting dates were proposed. MSC to schedule the meetings for:

Friday, September 8th, 1:30-2:30pm

Friday, October 6th, 1:30-2:30pm

Friday, November 3rd, 1:30-2:30pm

Friday, December 1st, 1:30-2:30pm

Chris shared that in the past year, the SL Subcommittee has reviewed and approved a total of 13 courses for S designation (4 new courses and 9 recertifications). He and Aaron thanked the subcommittee members for their service, especially our two students, Haley Shah and Angela Soghomonian. Both of the students are graduating this year.

Meeting adjourned at 2:08pm

Minutes respectfully submitted by Chris Fiorentino on May 5, 2023.