MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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**Service-Learning Subcommittee**

**Meeting Minutes**

**September 8, 2023**

Present: Aaron Hoskins, Morgan Hawker, Chris Fiorentino, Alison Mandaville, Nicole Smith, Fernando Parra, Marcus Shaw

Not present: Bernadette Muscat, Myung Shin, Tammy Lau

Meeting was called to order at 1:40 pm.

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

MSC to approve minutes from the 5/5/23 meeting.

The only items carried over from the previous year were in regards to service-learning’s inclusion in RTP/WPAF guidelines and additional support for service-learning faculty development, course development, and teaching. At this point, both issues have been discussed with the Provost, Vice Provost, and members of the Chair of AP&P. There has not been any movement on either issue, but Chris will continue to work on both with the Provost and Vice-Provost.

Aaron shared that the following courses are up for five year review and memos have been sent to the appropriate Department Chairs to initiate the process.

1. CHEM 106S
2. CLAS 145S (Held over from Fall 2022)
3. ID 149S
4. LEE 101S (Held over from Spring 2023)
5. NURS 141LS
6. PSYCH 171S (Held over from Spring 2023)

The Art & Design Department Chair indicated that they would not be moving forward with recertification of ID 149S due to a significant turnover in faculty members and a lack of individuals trained to teach a service-learning course. Chris reached out to the Department Chair with an offer to table the review for one year and to work with the Department to train new faculty on service-learning best practices. No response has been received thus far.

LEE 101S was already in the review process during the spring, but was tabled. The Department Chair indicated that Steve Hart, who was part of the initial review last spring, would be part of a team of faculty members who would work on the recertification.

At this point, we are only anticipating one new course proposal later this semester for English 175S.

Emily Medina-Delgado and Ricardo Lozado were nominated to be the student representatives on the Service-Learning Subcommittee. The nominations were unanimously approved.

Chris shared a few reminders:

* The Shared Google Folder “Service-Learning Subcommittee” contains all agendas, minutes, and other materials related to the subcommittee. Everyone should have access to this folder. If you do not, please notify Chris.
* The composition of the Working Groups will be slightly altered and shared with the entire committee in the coming days. The changes are designed to balance new and veteran members in each group.
* Proposals are still being accepted for the Service-Learning Seminar. Subcommittee members are encouraged to share this opportunity with any faculty members they know who may be interested. The deadline to apply is Friday, September 15, 2023.

Remaining meeting dates for fall 2023 Meeting dates are:

Friday, October 6th, 1:30-2:30pm, Thomas 117

Friday, November 3rd, 1:30-2:30pm, Thomas 117

Friday, December 1st, 1:30-2:30pm, Thomas 117

Meeting adjourned at 2:25pm

Minutes respectfully submitted by Chris Fiorentino on September 8, 2023.