

**Service-Learning Subcommittee
Meeting Minutes
October 14, 2011**

Present: Ben Boone, Martin Shapiro, Chris Fiorentino, Lizhu Davis, Dennis Nef, Matthew Jendian, Maggie Simms, Song Vang, Jim Schmidtke, Bryan Berrett, Steven Hart

Matt Jendian, Chair, called the meeting to order at 12:35 p.m.

The minutes from the September 2, 2011 subcommittee meeting were approved.

The agenda for the meeting was approved.

Regarding the 5 year cyclic reviews of S courses:

- Ben Boone reported on his working group's findings regarding GERON 10S. There were several issues with the course materials that the working group recommends be corrected prior to approval. Chris will send subcommittee's recommendations onto the Chair and faculty member who teaches the course. Ben has agreed to meet with them to go over recommended changes. The goal is to have the revisions made by no later than the subcommittee's December meeting for a second review and vote.
- Chris shared that the Chair of the Anthropology Department has indicated to Dr. Nef that they do not want to lose the S designation for Anthropology 101S. Chris emailed the chair information on what needs to be submitted and is awaiting a reply.

The subcommittee discussed the following courses submitted for S designation:

- Social Work 161S – Ben reported that the recommended changes were made and Dr. Mitzi Lowe, Social Work, submitted a revised syllabus that meets all S designation requirements. Subcommittee unanimously voted to recommend the course for S designation.
- Art 7CS – Chris reported that his working group found no problems with the materials submitted for this course. The subcommittee unanimously recommends the course for S designation.
- Physical Therapy 238S – Betsy reported that her working group found several issues with the course materials. However, they recommend that, pending the changes recommended, the course should be approved for S designation. Chris will notify the instructor and department chair of the subcommittee's recommendations and offer to meet with them to go over those changes. The course will be brought back for a vote once a revised syllabus is received.
- Spanish 115S – Ben reported that his working group felt the course was a good fit for service-learning, but that there several issues with the course materials that needed work. The justification contained good information that needs to be in the syllabus. Chris will notify the

instructor on the subcommittee's recommendations. Once a revised syllabus is provided, the working group will review it before bringing it back for a vote to the full subcommittee.

Chris provided an update on the response to the call for proposals for the Title V Service-Learning Curriculum Development grants and the Service-Learning Faculty Development mini-grants. The Richter Center has received three Title V proposals and 3 SL Faculty Development proposals. Chris will extend for one week the deadline to submit SL Faculty Development proposals to encourage more applications.

Remaining meeting dates for fall 2011 are:

November 4th, 12:30 – 1:30pm, USU 310 (Jim will chair)

December 9th, 12:30 – 1:30pm, USU 310 (Vivien will chair)

The meeting was adjourned at 1:15 pm.

Minutes respectfully submitted by Chris Fiorentino, October 19, 2011.