MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5200 N. Barton Ave, M/S ML34

Fresno, California 93740-8014

Office of the Academic Senate Phone: (559) 278-2743

 FAX: (559) 278-5745

May 3, 2019

Present: Zhanna Bagdasarov, Erika Castanon, Sharlet Rafacz, Wei Wu, Nicole Smith, Ana Soltero Lopez, Mercedes Rosales, Steve Hart, Xuanning Fu, and Chris Fiorentino

Absent: Nancy VanLeuven, Aimee Rickman, and Marcus Shaw

The meeting was called to order at 1:40 pm by Zhanna Bagdasarov.

It was moved, seconded and carried (MSC) to approve the meeting agenda.

MSC to approve the minutes from the March 29, 2019 meeting.

Chris informed the committee that he received a revised syllabus for CSDS 136S, which met all of the committee’s recommendations. MSC to approve the course for S recertification.

There was a lengthy discussion regarding a revised syllabus submitted to the committee CSDS 94S. The main issue is how the revised syllabus references service to the department and faculty of the department as appropriate for fulfilling SL requirements of this course. The committee members agree that there are ethical and potential legal issues with the type of service referenced in the revised syllabus. Chris will meet with the faculty member and to recommend the following: (1) Strike the second sentence in the last paragraph on page 5 that would lead students to believe that we use the terms “service-learning” and “community engagement” to refer to the same thing. (2) Strike 1st bullet on page 6 which indicates SL hours can be fulfilled by serving in Fresno State ASL classes. (3) Recommend new paragraph break in third bullet, page 6, beginning with “Of the 20 hours, 3 hours…..”. (4) Strike last two bullets near the top of page 7. (5) Indicate how many points (total and per assignment) for each item under #3, “Service-Learning Artifacts” on page 7. The syllabus should be revised and returned to the committee for review in the fall.

As a follow-up to the above discussion, Chris will draft a parenthetical statement in areas “a” and “b” of the S course evaluation matrix that indicates “The primary beneficiary of the SL activities should not be faculty and/or staff.” This will be reviewed and discussed by the committee in the fall.

Chris indicated that he had not received a revised syllabus for LS 110WS. Apparently, the instructor is on medical leave. Chris will follow-up with the department chair.

Nominations for Chair of the SL Subcommittee were opened. Zhanna indicated that Sharlet was interested in the position. After no further nominations were made, it was MSC (unanimously) to elect Sharlet as the subcommittee chair beginning in fall 2019.

Xuanning made several announcements, including:

* An MI Subcommittee is being formed and will follow to a large degree the format of the SL Subcommittee.
* There is a proposal in the Academic Senate to move the I, SL, W and similar committees under UGC. This should be voted on in the fall.
* There is now an I designation that has been added to all known internship courses.
* Onbase is scheduled to replace Bizflow for all curriculum proposals in the fall.

Proposed meeting dates for next semester were discussed and it was agreed that the SL Subcommittee will meet during on the following dates during fall 2019:

 Friday, September 13, 2019, 1:30-2:30pm in Thomas 117

 Friday, October 11, 2019, 1:30-2:30pm in Thomas 117

 Friday, November 1, 2019, 1:30-2:30pm in Thomas 117

 Friday, December 6, 2019, 1:30-2:30pm in Thomas 117

Chris will send meeting invitations to all members via Google Calendar.

Zhanna was acknowledged for her distinguished service as the Chair of the SL Subcommittee. She will continue to serve as the Craig School of Business representative.

All members where thanked for their service over the course of the year. Chris and Zhanna will prepare and send a thank you letter to Nancy, as she is leaving the committee at the end of this semester.

The meeting was officially adjourned at 2:20 pm.

Minutes respectfully submitted by Chris Fiorentino on May 6, 2019.