MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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November 12, 2021

Present: Sharlet Rafacz, Aaron Hoskins, Chris Fiorentino, Marcus Shaw, Nicole Smith, Ben Boone, Haley Shah, Alysa Garaygordobil, Fernando Parra, Alison Mandaville, Jamie Levitt, Susan Alteri, Ana Soltero-Lopez

Not present: Bernadette Muscat

Meeting was called to order at 1:32 pm.

Moved, seconded, and carried (MSC) to approve the agenda for the 11/12/21 meeting.

MSC to approve the minutes from October 8, 2021.

Ben has not had a reply from CM 7S faculty members. He has reached out to the Department Chair to discuss recommendations to help strengthen the CM 7S course. This item will roll over to the December meeting.

Sharlet and Chris shared that no materials from the Department for the 5 year review of EES 199S have been received. Sharlet will send a final notice to the department that the course will lose its S designation if we have not received the materials by December 3rd meeting.

Sharlet reported she received a revised syllabus for INTD 188S which incorporated the recommended and required changes. The course was approved for S designation.

Chris reported that he sent the required and recommended changes for MCJ 118S recertification to the instructor and department chair. He has yet to receive an updated syllabus, but has followed up with the department notifying them that this should be submitted prior to our December meeting.

Aaron shared his working group’s review of Accounting 146S. The course meets all S requirements and the working group recommended approval, provided the department add the “S” to the course number on the syllabus. There were also a few recommendations for consideration. MSC to approve the course with that change.

Nicole discussed her working group’s review of Nutrition 53HS. While the course meets all S requirements, the working group lists several “required” changes. There was a lengthy discussion about “requiring” changes to the syllabus even though all S requirements are met. There was also a discussion about whether or not we should request a maximum number of hours be stated in the syllabus. Dean Muscat may have a unique and important perspective on these two issues that would be critical to future S criteria and policy. Based on this lengthy discussion, two different motions were made, one regarding 53HS and one regarding revisiting policies and practices of the SL Subcommittee in the review process.

MSC to approve NUTR 53HS with the following *recommended* changes:

* In addition to listing the minimum number of hours required to meet the service-learning requirement, it would be helpful to also list the typical range students will need to complete the project effectively.
* A bit more explanation about alternate assessments/meaningful participation for those who cannot do SL.
* Clearly state the components of the project so typical service-related activities are clearer.
* Provide examples of the service-learning reflection prompts the students are required to complete.
* Provide the full instructions for their final Diet Analysis assignment.

MSC to revisit in December the discussion regarding required vs. recommended changes and minimum versus maximum hours.

Remaining fall 2021 meetings are scheduled for:

 Friday, December 3, 1:30-2:30

Meeting adjourned at 2:36pm.

Minutes respectfully submitted by Chris Fiorentino on November 11, 2021.