MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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**September 10, 2021**

Present: Sharlet Rafacz, Aaron Hoskins, Alison Mandaville, Bernadette Muscat, Chris Fiorentino, Fernando Parra, Jamie Levitt, Marcus Shaw, Nicole Smith, Susan Alteri, Ben Boone

Not present: Ana Soltero-Lopez

Meeting was called to order at 1:34 pm.

Our newest member, Susan Alteri, was introduced. Susan is the new representative from the Henry Madden Library.

Moved, seconded, and carried (MSC) to approve the agenda for the 9/10/21 meeting.

MSC to approve the minutes from May 7, 2021.

An update regarding Ben’s work with CM 7S faculty members to help them revise and improve their syllabus and overall SL efforts was tabled until the October meeting so that Ben had additional time to review his notes and have further discussions with relevant Construction Management faculty members.

Aaron shared his working group’s review of the revised CSCI 198S syllabus. For the most part, all required and recommended changes were made. However, the syllabus does not specify that a completed Learning Plan must be submitted prior students beginning their service hours. MSC to approve the course, provided this one change be made and a new syllabus be submitted.

Sharlet shared information regarding the S courses up for 5 year recertification this semester; EES 199S, INTD 188S, and MCJ 118S. Memos have been sent to the respective departments with a request that course materials be submitted by October 1, 2021. Chris will share these with the appropriate working groups as soon as he receives course materials that need to be evaluated.

Chris nominated two student representatives to the subcommittee, Alysa Garaygordobil and Haley Shah. Alysa is a Richter Center Student Leader, an ASI Senator, and will be the ASI student representative on our committee. Haley is a long-time RCSL member. MSC to approve these student representatives.

The remaining fall 2021 SL Subcommittee meetings are scheduled for:

 Friday, October 8, 1:30-2:30

 Friday, November 12, 1:30-2:30

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

Chris and Ben announced applications are being accepted for this year’s Faculty Service-Learning Seminar. They also announced that there will be a workshop for veteran faculty members helping them review and revise their SL reflection components.

Meeting adjourned at 2:05pm.

Minutes respectfully submitted by Chris Fiorentino on September 10, 2021.