MINUTES OF THE SERVICE-LEARNING SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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December 6, 2019

Present: Sharlet Rafacz, Aimee Rickman, Erika Castañon, Fernando Parra, Alison Mandaville, Zhanna Bagdasarov, Wei Wu, Marcus Shaw, Nicole Smith, Ana Soltero Lopez, and Chris Fiorentino.

Absent: Bernadette Muscat, Jennifer Pablo, Ben Boone

The meeting was called to order at 1:30 pm by Sharlet Rafacz.

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

MSC to approve the minutes from the November 1, 2019 meeting, with minor change to a date listed in the first paragraph regarding the tabling of AGED 120S recertification.

Chris shared that he received a revised syllabus for SOC 3S. The instructor made all changes required by the committee, so the course is approved for recertification.

There were three new S courses up for review: ART 184S, ASAM 110S, COMM 117S

Sharlet shared her working group’s review of the ART 184S. It was MSC to recommend the course for S certification, but recommend that the instructor clarify how reflections will be structured. For example, will there be specific prompts that help students reflect on the service itself, the connection between course content and service, career development, personal growth, and/or related to civic learning that is taking place. Chris will share this recommendation with the instructor.

Ana shared her working group’s review of ASAM 110S. It was MSC to approve the course, with two recommendations: (1) elaborate more on the actual service activities that will satisfy course requirements by using specific examples; (2) fix the discrepancy on pages 6 and 7 where total points is listed once at 550, and later on page 7 as 570. Chris will share these recommendations with the instructor.

Zhanna shared her working group’s review of COMM 117S. MSC to approve the course, pending the following two required changes and one recommended change:

1. Add a statement, perhaps on page 3 of the syllabus, that students are expected to complete a minimum of 15 hours of service for the course. (Required change)
2. Include a statement in the “Service-Learning Plan” section on page 2 that the Learning Plan must be submitted prior to starting service hours. (Required change)
3. Recommend that some sort of log be required where students can self-total assignments and time on all service activities. Students can attach proof of Forensics judging, etc. to this log.

Spring 2020 meeting dates were approved and will be as follow:

Friday, February 7, 1:30 pm – 2:30 pm in Thomas 117

Friday, March 6, 1:30 pm – 2:30 pm in Thomas 117

Friday, April 3, 1:30 pm – 2:30 pm in Thomas 117

Friday, May 1, 1:30 pm – 2:30 pm in Thomas 117

The meeting was officially adjourned at 2:10 pm.

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