

Service-Learning Task Force Minutes
April 8, 1999

Present: Karen Bouwer, Kelly Bryan, Elise Christiansen, Kevin Chun, Kuni Hay, John Koeplin, S.J., Jack McLean, Patrick Murphy, Susan Prion, Fr. David Robinson, Dayle Smith.

The meeting started shortly after 9:00 am in UC 400 with self-introductions.

The minutes of the March 10, 1999 meeting were approved as written and distributed.

Jack McLean reported that the original deadline for the Syllabus Development Fellowship Proposals had passed on April 5 with only five proposals submitted. Flyers advertising the proposals were mailed to each full-time faculty member and a general e-mail went out announcing the fellowships. The Service-Learning Task Force has \$4,000 from Campus Compact for fellowships and the current cap established by the task force is \$500 per proposal. After discussion, the task force agreed to (i) extend the deadline to April 19 and again advertise with a general-delivery e-mail to all faculty, (ii) allow the selection committee flexibility in determining the amount of the awards, including increasing the awards to compensate for withholding for taxes and social security, and (iii) also allow the selection committee to offer technical assistance for successful proposals.

Susan Prion reported on behalf of the Learning Community Resource Development Workshop Committee that plans are proceeding for a Service Learning Teaching Support Summer Institute on August 18-20th. A coalition of colleges and universities in Northern California would co-sponsor the event and the event would be open to faculty members from any of the coalition colleges or universities. Hopefully, a stipend would be paid to any faculty attending the event. The task force expressed support and enthusiasm for the plans.

Patrick Murphy, co-chair of the Assessment Tools committee, reported that plans were also proceeding for the service-learning assessment. The committee reviewed the service-learning course list, and determined that approximately 1,160 students were enrolled in service-learning courses in Fall semester in 50 different courses. 1,313 students were enrolled in service-learning course lists in Spring Semester in 60 different courses. The committee will distribute the Fall and Spring Semester course lists to the task force.

The Web site committee is incorporating recommended changes in the web site and expects to have the web site on line by the next meeting.

The Service-Learning Task Force briefly discussed its status as a task force. By their nature, most task forces have a set term or duration. Given the success of the Service-Learning Task Force and the fact that service learning has been identified as a priority for the university, members thought that the task force should be given a more permanent existence. After further discussion, it was agreed that the task force would ask Fr. Schlegel to establish a standing Service Learning Committee comprised of representatives from across the university community. Jack McLean volunteered to draft a proposed letter to Fr. Schlegel for consideration at the next meeting.

The remainder of the agenda items was tabled until the next meeting.

The meeting was adjourned at 10:00 am.