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Council of Chairs Meeting, October 4, 2012

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COUNCIL OF CHAIRS, 2012-13
Minutes of the Meeting on October 4, 3:30 p.m.
Drinko 349 (Huntington); AC208 (SC)

1. Attendance:

     Chairs/Division Heads: Mike Castellani (COS-CHM), Harlan Smith (COB-FIN/ECN), Karen McNealy
     (COHP-CD), Allyson Goodman (SOJMC), Janet Dozier (COE-Early Childhood), Paula Lucas (COE-
     Curriculum & Instruction), Byron Clercx (COFA-Art & Design); Fred Mader (COB-MGT/ MKT/ MIS)

     Guests: Corley Dennison (AA), Pam Holland (Service Learning Program)

2. Mike Castellani called the meeting to order at 3:30 p.m. (more or less).

3. Items of Council Business
     A. Byron Clercx raised the question of whether Associate Chairs, Program Directors, and/or
     Area Coordinators should be invited to meetings. Bringing these groups into the Council of
     Chairs would give another tier of people more of a chance to learn how the university works,
     and assist in leadership transition. Those present agreed that this would be a good idea. When
     announcing future meetings, Mike and/or Harlan will let us know that our Associate Chairs,
     Program Directors, and/or Area Coordinators are welcome to attend as well.
     B. The November meeting will be on 11/1/12; the December meeting will be on 12/6/12. These
     meetings are already booked; should no agenda items pop up, they'll be canceled.
     C. The Council's October social event will be on Friday October 19, downstairs in the Student
     Center, at noon. Buy lunch or bring your own.
     D. Mike introduced our guest presenter for the meeting, Pam Holland—Director of the
     Service Learning (SL) Program. Pam's goals in visiting with us today are to spread the word
     about SL, to increase the visibility of SL across campus, and to help the Chairs
     understand how the program works and how it may develop at MU over time.

4. Service Learning at MU: Pam Holland
     A. Pam first noted that the Lumina Foundation's Degree Qualifications Profile, which MU is
     helping to beta-test via the HLC Open Pathways Project, includes Civic Learning as one of the 5
     main Areas of Learning. Pam encouraged us, whenever we look at our program offerings (e.g.,
     in the context of the Open Pathways Project), to consider whether any of our courses might be a
     good fit for the Civic Learning Area—which could lead to the incorporation of SL opportunities
     into those courses. Pam noted, in particular, that SL opportunities might fit nicely into
     Introductory-level courses and Capstone Experiences.

     B. MU is going to seek the Carnegie Classification for Civic Engagement. The initial MU-wide
     announcement of this plan will be disseminated in Spring 2013; the application must be
     submitted during Fall 2014; the decision on whether to grant MU this award will be made in
     2015. One important first step in the process has already been completed: courses can now

receive the SL designation, so that participation in SL activities will now appear on student transcripts.

C. A question arose about SL training for faculty. All that's required is attendance at a one-time workshop. During this workshop faculty will learn how to embed an SL component in a particular course. An appropriate Course Learning Outcome will need to be created, the syllabus will have to specify how this Outcome will be assessed and graded, and the total number of required Service Hours in the community should be specified as well. Pam emphasized that the SL component must be some sort of community project, driven by a specific community need. The starting point, therefore, must be the articulation of a specific need by a community partner: the partner comes to the class with this need; the SL component of the class is created in response to this need so that, via SL, the class provides the requested service to the partner.

D. Might this lead to MU instituting an SL Requirement for graduation? Should MU create some sort of classification or designation to reward students who pursue SL in their studies? Perhaps the university could begin offering a Certificate in SL, or some sort of Certification in SL? As discussion continued, Corley noted that MU is definitely interested in SL, and will become more interested in SL courses over time. He went on to note that if Chairs want to learn more about how to tie their programs into the Civic Learning area of the Lumina Degree Qualifications Profile, they should talk with Mary Beth Reynolds. Pam noted that she has been talking with Mary Beth about this, and in particular about how we might incorporate learning outcomes related to ethics and ethical issues into SL courses. Mike noted that SL is generally referred to as one of three "high impact activities" when it comes to preparing students for life after graduation, the other two being research and internships. Would requiring one of these for every graduate make sense? Maybe offer a designation for students doing 2 or all 3?

E. Questions arose about the nature of the Carnegie Classification. Will we receive this classification by program, by college, or at the university level? Pam replied that the application will be at the university level, which could lead to Civic Engagement becoming part of the university's Institutional Mission. This led to questions about how high of a priority we should be placing on incorporating SL into our courses right now. If MU is going in this direction, and plans to make SL an institutional priority, should we not begin working now, at the department level, on SL? More generally, to what extent is SL an explicit MU priority?

Pam is not sure—right now. In early 2013 the first report on SL and the plans to seek the Carnegie Classification for Civic Engagement will be distributed. At this point we'll learn what MU has decided. Corley noted that SL is definitely an area of interest across the MU Administration, but that we'll have to await the report, and the discussion it creates, to get more of a feel for the institution's position on, and plans for, SL.

F. A question was raised about the extent to which internships can be converted into SL experiences. Pam noted that the process of converting an internship experience into an SL experience is not necessarily straightforward. An SL experience begins with the articulation of a need by a community partner. In other words, the community partner's need must come first. Then, via SL, a class figures out a way to meet that need. Internships, on the other hand, often begin with the need of a student (e.g., for real-world experience, for exposure to a particular care). During discussion we did agree, however, that internships can lead to SL opportunities. Pam noted that it would be useful for her office to review the SL requirements with a view towards identifying and/or creating tie-ins with internships.

G. Pam distributed hardcopies of the SL Program brochure and of the 18 key questions that must be addressed during the application process for the Carnegie Classification. She would be happy to provide electronic copies of the latter document to the Council, as requested.

5. Mike Castellani: Update on Meeting with HR
A. Mike noted that the "job candidate rejection rationale" request he sent out after the last Council meeting generated a set of responses that were consistent with the two-year old list of rejection rationales he's been working with in Chemistry. The rationales Mike has received, moreover, reveal that we all use essentially the same substantive rationales for rejecting job candidates. We're all rejecting candidates, it seems, for the same reasons.

B. Our idea will be to proceed with the development of rejection rationales and send them to HR as an FYI note indicating the kinds of reasons search committees are highlighting these days when narrowing down their candidate lists. This would give HR insight into the thought processes and criteria being used by search committees, and it would give HR an opportunity to point out to what extent the reasons cited contain some ambiguities or difficulties. Hopefully, the result will be a dialogue that helps each side understand the other a bit better.

C. Mike will finalize the rejection rationale list he's currently got and will send it around to all of Us when it's ready for another review.