

**Service-Learning Subcommittee
Meeting Minutes
September 5, 2025**

Present: Ben Boone, Morgan Hawker, Mellissa Jessen-Hiser, Celeste Jones, Nicola Olsen, Fernando Parra, Aaron Stillmaker, Luz Toribio

Not present: Bernadette Muscat, Marcus Shaw, Nicole Smith, Myunghwan Shin

Meeting was called to order at 1:30 p.m.

Morgan asked everyone to introduce themselves and we welcomed new committee members: Nicola Olsen, College of Arts and Humanities; Aaron Stillmaker, Lyles College of Engineering; Luz Toribio, student representative; and Celeste Jones, student representative.

Moved, seconded, and carried (MSC) to approve the agenda.

MSC to approve the meeting minutes from 4/25/2025.

Ben Boone provided an overview of service-learning at Fresno State and reviewed the charge of the subcommittee. This also included highlighting the new policy established by the subcommittee last spring related to service with for profit organizations.

Members were reminded that a shared google drive was created for the subcommittee. Ben placed a copy of his presentation in the folder, which also houses copies of the subcommittee charge and other resources.

Morgan reviewed the status of 5 year reviews initiated last year for:

- SOC 1S and 3S (carried over from fall 2024); Morgan and Mellissa will continue to reach out to department to get required materials
- ASAM 110S - Awaiting a revised syllabus; Morgan and Mellissa will follow up

Morgan shared that five-year recertification memos were sent regarding courses up for review in Fall 2025. This list of courses includes SOC 130WS, SOC 183S, SOC 184S, SOC 186S, SOC 187S, SOC 188S, SOC 189S, MCJ 147S, MCJ 155SW, PSYCH 274S, COUN 242S, and RA73S. It was noted that Matthew Jendian from Sociology will serve as the primary contact for his department with regards to the SOC 180-level courses.

Morgan and Mellissa will meet to develop a timeline of review due dates and assignments for each of the working groups.

MSC to elect Morgan Hawker as the SL Subcommittee Chair, following the departure

of Aaron Hoskins.

Morgan shared that Dr. Annette Levi representing JCAST and Tammy Lau, representing the university library, have elected to step down from their posts on the committee. Dr. Natalie Baumgartner was identified and approved by AP&P as a replacement for Dr. Levi. Mellissa and Morgan will work on identifying a replacement for Tammy.

Remaining meetings for Fall 2025

- Friday, October 3rd, 1:30-2:30pm, USU 310
- Friday, November 7th, 1:30-2:30pm, USU 310
- Friday, December 5th, 1:30-2:30pm, USU 310

Ben promoted the upcoming Service-Learning Faculty Development grant seminar series.

The group also discussed ideas of ways to connect service-learning faculty with the community. Folks were encouraged to reach out to Mellissa to further discuss/explore these ideas.

Meeting adjourned at 2:20 p.m.

Minutes respectfully submitted by Mellissa Jessen-Hiser on September 9, 2025.