EXECUTIVE MEMORANDUM

Office of the President

April, 2002

SUBJECT: SERVICE LEARNING/EXPERIENTIAL EDUCATION ADVISORY COMMITTEE

I. Functions of the Committee

A. The Committee advises and provides direction to the Coordinator of Service Learning/Experiential Education through the formulation of policies, procedures, and strategic planning for the University's Service Learning and Experiential Education Initiative.

II. Membership

A. The Committee will be chaired by the Coordinator of Service Learning/Experiential Education

B. Members:
   - The Dean of Undergraduate Studies
   - One college dean, or associate dean (two-year term), appointed by the Vice President for Academic Affairs.
   - One faculty member from each college (two-year staggered terms), appointed by the Academic Senate Appointments Committee
   - CSU Faculty Service Learning representative (two-year term)
   - Academic Senate Educational Policies Chair, or designee
   - University Curriculum Committee Chair, or designee
   - Two student representatives, appointed by Associated Students (yearly appointments)
   - Coordinator of Service Learning/Experiential Education
   - Two community representatives (two-year term), appointed by the Vice President for Academic Affairs
   - One K-12 Community Partner Liaison (two-year term), appointed by the Vice President for Academic Affairs
   - One Student Affairs representative (two-year term), appointed by the Vice President for Student Affairs
   - One Career Center representative (two-year term), appointed by the Vice President for Student Affairs
   - Faculty Development Coordinator
   - Service Learning Faculty Mentor Coordinator(s)

III. Meetings
   Once a month or as needed

The Committee reports to the Vice President for Academic Affairs and to the Vice President for Student Affairs.

Distribution: Deans, Directors, All Faculty