

Experiential Learning Committee

(Formerly Service Learning Committee)

- PURPOSE:** To coordinate and promote the concept of experiential learning throughout the university's on- and off-campus educational environment.
- MEMBERSHIP:**
- Officers
 - Chaired by the Omer G. Voss Distinguished Professor. The Chairperson shall be the presiding officers and shall:
 - administer all business of the committee
 - meet with the Provost at the beginning of the Fall semester to receive the annual charges of the committee, at the beginning of the Spring semester to provide a progress report, and as needed to discuss committee issues and transmit information on charges as they are achieved
 - submit an annual report, using the template provided by the Office of the Provost, summarizing the committee achievements and recommendations to the Provost at least two weeks before the end of the spring semester.
 - A secretary elected from the membership at the first meeting of the academic year. The secretary shall record and transmit minutes of all committee meetings and assist the chairpersons with correspondence of the committee as requested.
 - Ex-officio
 1. Omer G. Voss Distinguished Professor
 2. Director of Career Services
 3. Director of the Center for Civic Leadership or representative
 4. Director of the Office of Scholarship and Sponsored Projects
 5. Coordinator of Study Abroad and Exchange Programs
 - Faculty representatives (should understand and demonstrate an interest in experiential learning)
 6. One faculty member from each college. Preferably faculty who are currently or have previously served as a Provost Service Learning Fellow
 - Other
 7. Library
 8. Center for Student Involvement
 9. One SGA representatives (not counted towards quorum)
 10. Two Community representatives
- HOW APPOINTED:** Deans make recommendations for their colleges; senate presidents make recommendations for their individual senates; community representative will be selected by the chair.
- ROTATION:** Representatives from each of the colleges will serve a three-year term. Student representatives will be appointed annually.

WHEN APPOINTED: Members will be appointed in the spring semester and take their seats at the first meeting of the subsequent fall semester.

MEETING
FREQUENCY: The committee shall meet as necessary to conduct the business of the committee, meeting at least monthly during each academic semester.

PARLIAMENTARY
PROCEDURE Quorum shall be met when a simple majority, that is 50% of the committee plus one, is present. No business can be conducted without a quorum present.