**Signature Experiences Coordinating Council**

**Minutes, March 13, 2019**

**Library Conference Room 123, 1:30 - 2:50 PM**

Present: Sarah Chartock, Nelson Rodriguez, Christa Olson, Kit Murphy, Isabella Anthony

1. *Minutes not approved due to absence of quorum.*

Approval of Minutes from December 12, 2018 meeting

Minutes available on Team Drive at: [https://docs.google.com/document/d/1m9Ni9cYw\_6dtwjBCJV6nORHv65L-6csfMfQ2pp2ckXw/edit](https://docs.google.com/document/d/1ftrYoXk59nV9BFW8QCPVDwP0H4Kyit3Tu-i5DLDggcA/edit)

1. *Minutes not approved due to absence of quorum.*

Approval of Minutes from February 13, 2019 meeting

Minutes available on Team Drive at:

<https://drive.google.com/open?id=1FdLOaDgQpjOxC9BrS_o8o4uBhbWJefLGZxqH8isdLEQ>

1. Discussion of Surveys
	1. Those present were in favor of adopting the approach suggested by Mosen Auryan and LaMont Rouse from CIE to request a small number of individuals, including the deans, to describe the key experiences in their area that involve the majority of students’ participation in SEs.
	2. How to gather data
		1. Global
			1. Currently has a heat map representing locations and numbers of individuals with international experiences
		2. Community engagement - CELR should have these data already, including
			1. course vs. non-course experiences
			2. ACEL
			3. Community partnerships represented
			4. FSP involved in CEL
		3. Internships
			1. Ask departments for courses and then gather participation numbers from PAWS
			2. Check with Janet Morrison about data she may have gathered in her work as Pelson Chair
		4. Practicum experiences
			1. Ask Schools of Education and Nursing, Health, and Exercise Science; such data are probably already presented to accrediting bodies.
			2. Ask other schools if they have any similar programs
		5. Research
			1. Ask departments for courses and then gather participation numbers from PAWS
			2. Check with Janet Morrison about data she may have gathered in her work as Pelson Chair
2. Invited visit to CSPP by Kit on March 27
	1. Mapped out messages to CSPP about Signature Experiences
		1. SECC has been making progress
			1. Substantial dialogue about SEs
			2. Researched best practices concerning SEs and high-impact practices.
			3. Explored how SEs are approached at other institutions.
				1. What is required of students
				2. Transcripting
				3. Administrative support
			4. Brought in Paul Miller of Elon to describe that institution’s approach
				1. Met with various constituents
				2. Campus wide-presentation
			5. Developed a general model for a tiered approach that could apply to SEs 2-5
		2. Important Question: Do faculty want to use SEs as a conceptual framework for campus ?
3. Task assignment and purpose of next meeting April 10 (2:30-2:50)
	1. Next meeting discuss how to gather data

**Action items**

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| **Action** | **Who is Responsible** | **Complete by** | **Outcome** |
| Email SECC to say that those assembled are in favor of Mosen’s approach | Kit | 4/20/19 | Email sent out |