Experiential Learning
Oversight Committee (ELOC)

Annual Report

Academic Year 2008-2009

Prepared by Calvin Chen, Chair and Jill Perrapato, ELOC Assistant

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Section 1 -- Overview

During the course of the 2008-2009 academic year, the University Experiential Learning Oversight Committee (ELOC) met nine times in its ongoing efforts to foster best practices in undergraduate Experiential Learning across the various Pacific campuses.

This report will detail the committee’s work and also what level of participation in experiential learning (EL) occurred during the Summer and Fall 2008 terms, as well as the Spring 2009 term.

A few of this year’s key accomplishments included:

1. Continuation of the ELOC Implementation Grants made to faculty that developed new or revised curricula incorporating Experiential Learning
2. Continuation of the ELOC Summer Scholarship as a half-tuition grant program available to all students for enrollment in qualifying ELOC summer courses
3. Sponsorship for faculty and staff participation in national and state conferences on experiential learning
4. Hosting of a faculty and staff mixer “Experiential Exploration” in the spring semester which showcased five experiential learning programs at Pacific
5. Significant progress on assembling informational packet for Pacific community regarding liability concerns within the experiential learning community

Challenges and concerns that were identified and will continue to be addressed by the committee include:

1. Developing strategies and resources to bridge the “EL gap,” that is defined as the distance between the University’s goal of near 100% undergraduate participation and the current participation rates
2. Developing assessment and audit procedures for experiential learning opportunities across the Pacific community, ensuring the quality of the opportunity satisfy committee standards
3. Regular and continued review and maintenance of a master experiential learning opportunities course list

4. Defining the role of the committee and its limitations as experiential learning opportunities increase across Pacific, with the ultimate goal of defining the role keeping in mind Pacific’s 100% goal of experiential learning for every student. In addition, certain current practices and procedures should be re-evaluated to access sustainability as EL opportunities increase across campus.

The following faculty and staff composed the 2008-2009 ELOC voting membership:

Calvin Chen, Chair, SOECS; Keith Hatschek, CONS; Claudia Schwartz, EDU; Traci Roberts-Camps COP; Gene Bigler, SIS; Michelle Maloney, LIB; Suzanne Walchli, BUSI; Chris Haruta, CRC (resigned in April and replaced by Kaye Mooney); Craig Vierra, COP; and Kathleen Salamon, PHS.

Non-voting membership:
Jill Perrapato, ELOC Assistant; John Carvana, CRC; Jace Hargis, Faculty Center; Joanna Albala, COP; Will Price, BUSI; Jessica Buck, ELOC Marketing Intern

A special thanks to Jill Perrapato for providing outstanding service as the committee’s administrative support assistant for this academic year, particularly in light of the changes to both the administrative assistant and the chair personnel.
Section 2 – 2008-2009 Data on Experiential Learning Participation at Pacific

The following data provides a quick synopsis of participation in reported, for-credit ELO courses across the Stockton campus.

The following data may be skewed due to variations in compilation methodology. As a major undertaking for the past year, committee data and processes were reviewed, restructured, and reassessed to improve efficiency and accuracy in accountability. The methods for accounting for the above data may have been changed this year, and thus some of the data may be not entirely comparable to previous years’ data.

**Academic Year 2008-2009 Totals**

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<tr>
<th>Academic Year</th>
<th>Students Participating</th>
<th>Total Units</th>
<th>Faculty Participating</th>
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</thead>
<tbody>
<tr>
<td>AY 2007-2008</td>
<td>1868</td>
<td>9081</td>
<td>212*</td>
</tr>
<tr>
<td>AY 2008-2009</td>
<td>404</td>
<td>1256</td>
<td>184*</td>
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</table>

* This number reflects an aggregate of all faculty who supervised an ELO course or courses on a term-by-term basis. Hence, if one faculty member supervises ELO courses in all three terms, she will be counted three times.

**Per Semester Breakdown**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Students Participating</th>
<th>Total Units</th>
<th>Faculty Participating</th>
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<tbody>
<tr>
<td>Summer 2008</td>
<td>159</td>
<td>662</td>
<td>54</td>
</tr>
<tr>
<td>Summer 2009</td>
<td>56</td>
<td>207</td>
<td>53</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester</th>
<th>Students Participating</th>
<th>Total Units</th>
<th>Faculty Participating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2007</td>
<td>877</td>
<td>4184</td>
<td>71</td>
</tr>
<tr>
<td>Fall 2008</td>
<td>156</td>
<td>490</td>
<td>61</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester</th>
<th>Students Participating</th>
<th>Total Units</th>
<th>Faculty Participating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2008</td>
<td>832</td>
<td>4235</td>
<td>87</td>
</tr>
<tr>
<td>Spring 2009</td>
<td>192</td>
<td>559</td>
<td>70</td>
</tr>
</tbody>
</table>
Section 3 – Report on Committee Activities

The ELOC goals for academic year 2008-2009 were set out at its September 2008 meeting. In addition to its ongoing work supporting and advising faculty involved in ELOs, the Committee identified the following new objectives for the year.

- Further develop documentation regarding experiential learning liability and insurance issues, with a subcommittee leading the ongoing initiative
- Continue to work on raising awareness and participation in ELO activities across the Stockton campus, including outreach to various COP departments
- Continue and if possible, expand the Faculty ELOC Implementation Grant to stimulate new ELO learning opportunities for undergraduates
- Seek new faculty members to become engaged in the work of the committee
- Continue to work with the ELOC student marketing intern to 1) increase student awareness of EL opportunities at Pacific, 2) explore various new marketing tools for the ELOC and 3) assist in development and implementation of ELOC events

ELOC-Sponsored Campus Events

Working with the ELOC marketing intern, Jessica Buck, the committee sponsored a faculty and staff event titled “Experiential Exploration”. The event showcased several experiential learning programs on campus, with representatives from each program in attendance to answer questions and to help promote experiential learning. Funds for the event were provided by Dr. Gundersen’s office, and was greatly appreciated. Wine and cheese were served at the event that drew about a dozen faculty and staff. Despite the smaller than expected turnout for the event (about 20), the committee and Jessica learned many valuable lessons in order to hold this event in the future. Special thanks to Jessica for producing marketing material for the event that was beyond expectations.

ELO Resources

Jill Perrapato spent a considerable amount of time this year adding to the content on the ELOC web page (http://www.web.pacific.edu/x4926.xml) Most of the related ELOC documentation can now be found on the website, including the most recent list of
approved ELO courses, the ELOC’s Best Practices guidelines, as well as faculty and student forms necessary to participate in ELO courses.

Dr. Will Price served on a consultant basis to the committee in further developing and documenting liability issues and concerns related to experiential learning. This has been an ongoing project of the committee for a few years now. Dr. Price over the course of this year has gathered an abundance of information, spoken with the risk management office at the Stockton campus as well as Pacific’s insurance carrier, and has drafted summary documentation that the committee hopes to communicate to the Pacific community in the upcoming year at various events across the campuses.

State & National Conferences
Deanna Fernandes of the Global Center for Entrepreneurship participated in the California Internship and Work Experience Association Northern California Regional Forum in November 2008, held at the UC Davis campus. Deanna provided a summary of her notes from the forum, including some key items of discussion that the committee has discussed in the past. Also provided was a list of attendees from the forum with contact information.

ELO Summer Grant Program
As of the writing of this report, 56 students had taken advantage of Pacific’s Summer ELO Grant program to reduce student cost for participation in ELO-approved summer coursework. The committee made an effort to promote the program; however, this is an area that could use improvement in the upcoming year. A subcommittee may be helpful in exploring and acting upon different ways to promote ELOC opportunities such as this. The ELOC marketing intern may also be utilized for this effort. Fortunately, many faculty are aware of this opportunity through students who utilized the program in the past. However, many newer faculty, and those who have never worked with this type of opportunity in the past, are still unaware of the program.

New Courses
As of the end of the spring semester, there was one submission for approval as an ELOC approved course. The submission was not in time for the last committee meeting, and will be presented to and voted upon by the committee at the beginning of the fall semester.

**EL Evangelism**
This is an area where the committee could improve on the most for the upcoming school year. There were many challenges and a learning period at the beginning of the 2008-2009 school year, as both the chair and the assistant were new to the positions, with the previous assistant leaving Pacific. Much time was spent throughout the year gathering documentation, interpreting past decisions, and developing a more efficient and accurate method for maintaining and processing ELOC paperwork. Many thanks to Jill Perrapato for her time spent on these ongoing projects.

Near the end of the year, the committee discussed in extent the need for more accountability and assessment on a “local” college level. The committee doesn’t have the manpower to do this for the entire Pacific community. Given that the committee consists of one representative from each school within the university, EL accountability, assessment, and evangelism should be brought back to each Dean and Assistant Deans on a college level. This is an ongoing project that will be discussed in detail in the September meeting, and will be put into action, including mobilizing each ELOC representative, soon after.

**Other Business**
A) The committee’s bylaws were amended at the beginning of the year to reflect the following: “The Experiential Learning Oversight Committee [ELOC] shall elect leaders each year as follows: One Chairperson and one Vice-Chairperson, who may temporarily serve in place of the Chair, if necessary. Either the Chair or Vice-Chair must be a full-time faculty member.” The current bylaws require the Chair to be a full-time faculty member. The Academic Council approved the change, and Craig Vierra was elected as the Vice-Chairperson.

B) Jessica Buck has agreed to continue to work with the committee next year as the student marketing intern. Jessica provided excellent ideas and produced several great
pieces for the committee this year, and the committee was excited to see her desire to continue to help. Dr. Suzanne Walchli (ESB) agreed this year to serve as a “marketing expert” for Jessica, and as a bouncing board for discussion of ideas for the committee. Many thanks to Dr. Walchli for her assistance and efforts.

Section 4 – Experiential & Service Learning Pedagogy
The committee in the spring semester identified this as a key area for progress for the upcoming year. Specifically, there have been concerns about the quality of the experiential learning opportunities across the various departments within Pacific. In departments where faculty stipends for overload experiential learning supervision are an integral part of the faculty compensation, accountability and assessment of these opportunities are especially necessary. A subcommittee was formed in March that will review existing and develop new assessment criteria for experiential learning courses and components of courses. This is a large undertaking that will continue into the upcoming year. With the limited resources of the committee, its members have strongly expressed and discouraged going into a committee role of policing experiential learning across the entire campus. Rather, more resources localized to each department must be utilized and report to the committee representative from her respective college. Without expanding the committee’s representation and resources, this would be the only way to accurately and effectively assess all experiential learning opportunities.

Section 5 -- Future Directions
To fulfill its mission to enhance, expand and provide oversight for experiential learning across the Stockton campus, the committee has identified a number of prospective goals and projects for the forthcoming academic year (2009-2010).

These plans include:

1. Continue to develop concepts and plans to help lead Pacific toward the University’s stated goal of near-100% ELO participation for all undergraduates.
2. Continuing, revising and/or expanding ongoing committee activities and new initiatives including the Pacific ELOC Faculty Implementation Grant and ELO Summer Grant program, and the faculty/staff mixer event to publicize EL opportunities across the Pacific campus.

3. Campus Partnerships – the committee will continue to partner with various departments and staff across the Pacific community in order to better develop programs and committee policies that best serve the students at Pacific.

Section 6 – Appendices

Appendix 1 – Table of revised master list of ELOC courses. (Still a work in progress, but current as of end of academic year 2008-2009)

Appendix 2 – Draft documentation of “University, Instructor, and Student Liability for Actions during Experiential Learning on and off campus” by Dr. Will Price.

END