

**CGEA Service Learning SIG (Special Interest Group)
Annual CGEA Conference Meeting 4/10/2010 Chicago IL
Minutes**

Steve Kirchhoff, Interim Convener for the SL-SIG, called the meeting to order at 12:00 noon.

1. Welcome and Introductions (all participants introduced themselves--see list below):

2. Elections:

- a. **Convener:** Steve Kirchhoff opened the floor for nominations for the convener position. It was moved, seconded and unanimously approved that Steve Kirchhoff be elected to serve as convener during the coming year. Congratulations!

Duties include:

- i. One year term of office
- ii. Guide SIG's activities throughout the year
- iii. Guide SIG sponsored sessions at CGEA and AAMC
- iv. Review/distribute minutes from Recorder
- v. Provide periodic updates to CGEA Exec. Committee.

- b. **Recorder:** It was then moved, seconded, and unanimously approved that Ruth Margalit serve as recorder during the coming year. Congratulations!

Duties include:

- i. One year term of office
- ii. Record minutes at SIG meeting
- iii. Ascend to convener in succeeding year

3. Discussion of SL-SIG Goals/Next Steps for 2010—2011:

The following next steps were identified by participants:

- a. Identify and contact other **AAMC SL-SIGs** or similar groups that our SIG can work with.
- b. Foster **inter-professional discussion and collaboration** on SL issues.
- c. Gather and share **best practices** on SL and identify information sources that have helpful information.
 - i. The **Community Campus Partnerships for Health (CCPH)** was identified as an excellent resource. The CCPH annual conference will be held in Portland, Oregon in early May. For more information, see the CCPH website: <http://www.ccph.info/>
 - ii. Gather and share **funding mechanisms** for SL initiatives.
 - iii. An International Conference on SL Research is also scheduled for Oct. 28—31 in Indianapolis.

- d. Educate ourselves and others to be clear about **the differences between 'Service', and 'Service-Learning'**.
- e. Develop a **pre-conference workshop** on a SL topic for the 2011 CGEA Annual Conference; invite a national expert such as Serena Seifer to participate.
- f. Create a **'tool box'** with materials on SL including 'talking points' that can be helpful when trying to gain buy-in for SL from the senior administration. Could information on budgets, program structure, etc.
- g. Share information about the **'learning communities'** model at Wayne State University
- h. Explore student-initiated SL and the possibility of a **regional/national student leader organization**.

4. Funding:

- a. It was suggested to apply for a **collaborative grant** by responding to the CGEA Call for Collaborative Proposals. One possible project could be to offer a multi-center perspective on outcome evaluation of SL for students, faculty and community.

5. Communications:

- a. Instead of a website, **create a "Ning" site** for the group (help from CGEA IT group - Elizabeth Ryan)
- b. Continue communications via the CGEA listserv
- c. Schedule quarterly conference calls with a set agenda; consider a webinar for special purposes (grant)
- d. Create forums/blog for communications during regional or national meetings.

6. Adjournment: The meeting was adjourned at 12:45 p.m.

Participants:

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3. **Janet Hortin**, MD, IUSOM Lafayette Center; hortin@purdue.edu
4. **Elizabeth R. Ryan**, Ed.D., Vice Chair of Education and Assistant Professor, Department of Family and Community Medicine, Northwestern University Feinberg School of Medicine, Chicago, IL (Office) 312-503-4326, (Cell) 708-927-3345, e-ryan@northwestern.edu
5. **Ruth Margalit** MD, Associate Professor & Director, Inter-Professional Service Learning Academy, College of Public Health, University of Nebraska Medical Center, Omaha NE Phone: 402-559-7458, rmargalit@unmc.edu
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