

11-19-2013

Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, November 19, 2013

Arts & Sciences Professional Standards Committee

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PSC meeting November 19, 2013 in CSS 217.

Committee Members

Committee Chair & At Large Rep., - Julian Chambliss JCHAMBLISS@Rollins.edu

CPS Liaison, Communications - Ted Gournelos TGournelos@Rollins.edu

At Large Rep., Physics - Anne Murdaugh AMURDAUGH@Rollins.edu

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Sciences Rep., Biology - Fiona Harper FHARPER@Rollins.edu

Social Science Rep., Anthropology - Gay Biery-Hamilton Gbieryh@Rollins.edu

SGA Rep - Emily Hendrix EHENDRIX@Rollins.edu

SGA Rep – Jill Rondeau JRONDEAU@Rollins.edu

Expressive Arts Rep., Theatre & Dance - Kevin Griffin kgriffin@rollins.edu

In Attendance:

Julian Chambliss, Anne Murdaugh, Julia Maskivker, Fiona Harper, Gay Biery-Hamilton, Emily Hendrix, Jill Rondeau, Eric Smaw, Alexander Boguslawski, Kevin Griffin

Meeting Called To Order: 12:30pm

Agenda

Old Business

1. CIE Review

- Student Focus Group Ongoing

- Julian spoke with James Zimmerman and passed along the info including times and dates to present the survey to our classes. Julian will follow up with James regarding surveying our classes.

-Faculty Survey Update

- James Zimmerman felt the questions were not as valid as we might want for our target audience. However if the goal were to begin generating a conversation the questions would serve that function.

2. Definition of Service

- After separate groups researched both the bylaws and faculty handbook, the definition of service was found to be vague in both documents.
- Julian found historically governance at the college pre 1980's was not as structured, and committees as we know them now developed and "service" included serving on these committees as "higher level" and other service while still
- Committee Question: to define service, define what service is compensated, which is considered as relevant by FEC, and other service(s) as not an aspect of tenure and promotion.

- **Gay Question:** where are we going with this information?
- **Eric Question:** if we cannot change what departments consider service, and then what is the point of the change?
- **Fiona:** if service is defined in bylaws or handbook, departments will need to include such information in their tenure and promotion requirements.
- **Julian:** FEC would be involved, as the system requires FEC and departmental communication to make sure departmental requirements are meeting a “standard.”
- **Julian:** if there is going to be a change to language in the faculty handbook, what will that be?
- **Julian:** question of compensation. Each individual faculty member is responsible for negotiation for compensation.
- **Fiona:** issue is equity of compensation for tenure, tenure-track, non-tenured faculty and those that do not “negotiate such matters well.”
- **Julian:** administration desire is to reduce or eliminate course release so extra service should be compensated. At how many hours should someone be compensated? Could we use the course contact hours to formulate compensation? Proposed that at half the course contact hours would trigger compensation for service.
- **Alex:** difficult to determine the true number of hours for specific service.
- **Julian:** is there a reasonable formula that can be applied consistently to compensation for service?
- **Alex:** maybe can be worded that faculty can not engage in more that XX hours without compensation.
- **Eric:** to insure a standard we might be pushing in the direction of a statement that requires all faculty on campus xx days a week for xx hours a day which is something that is modeled in many businesses.
- **Julian:** many stumbling blocks to the above due to irregular teaching modes such as labs, community engagements, theatre rehearsals, etc.
- **Fiona:** like the simplified idea of xx hours triggers a compensation for the service. Defining the number of hours is the difficulty.
- **Ann:** At the very least can the procedure for when to ask for compensation be formalized? A form that the faculty member fills out and presents to the Department and Dean for approval.
- **Alex:** concern of creating a low morale issue if the final compensation is completely in the prevue of the Dean due to possible inequities of the compensation.
- **Fiona:** without getting into minutiae we can define and create a standard table for compensation. I.E. hours for intercession and compensation are defined.
- **Alex:** others areas are already defined.
- **Eric:** pointed out dept. chairs are compensated, directors, coordinators, endowed chairs, etc.
- If this is course related, then there are mechanisms already in place for compensation.

- Overload for courses – hours and # of students in class, dependent on rank, compensation is provided.
- **Julian:** will send a note to Karla asking for information regarding any benchmarks already existing regarding compensation.
- **Julian:** is there a way to establish this benchmark?
- **Fiona:** in faculty handbook, pg. 121 (which covers field study and study abroad) does list benchmarks regarding compensation. Noted this info is out of date.
- **Fiona:** all of this is to create a minimal level of compensation to allow faculty to be in conversations with appropriate administrative levels, which would address compensation for service that is above and beyond norms.
- **Eric:** for someone already involved in projects, which should be compensated, we need to make a compelling argument to name the person a de facto coordinator, which would, by existing definition, receive compensation.
- **Fiona:** page 97 in faculty handbook outlines the definition of a coordinator and compensation (which is not current).
- **Gay:** can we propose to put Director into the faculty handbook and define it? Do we want to do this?
- **Julian:** the Director position does exist (created by the Provost) but it is not addressed in the faculty handbook. What are the examples of a Director on the academic side of college business? Lucy Cross Center is a Director. China Center is a Director. Coordinators exist on academic side, but Directors do not exist on academic side as compensation can come from various sources.
- **Eric:** Division Chairs are not compensated either; how do they fit into this?
- **Julian:** current list of coordinators and/or directors: American Studies, Asian Studies, Biochemistry/Molecular Biology, Classical Studies, International Relations, Latin American & Caribbean, Marine Biology, African/American studies, Archeology, Australian Studies, Dance (director), Film Studies, German(?), Russian Program, Global Health, Jewish Studies (director on web site), Middle Eastern & North African Studies, Neuroscience, Women's Studies, Sustainable Development of the Environment, Writing, Pre-health areas, Pre-Engineering (coordinator on web site), Pre-law, Honors Program (director), Student-Faculty Collaborative Research Program (coordinator?)
*NOTE: Fiona was a HUGE help and also typed out this list with greater detail. The list is below.
- **Fiona:** we should have a table of coordinators, directors, etc. which lists if it is compensated (rate of compensation?).
- **Julian:** will ask Karla Knight about listing of coordinators and compensation.
- **Eric:** should also get listing of division chairs and compensation.
- We need a listing of: Coordinators, Directors, Dept. Chairs, and Division Chairs. Compensation for each area.
- We need: Updated overload compensation.
- We need: info on what defines the difference between a Coordinator and a Director.

***Coordinators**

1. Marine Biology
2. International Relations
3. African American studies
4. Middle East and North African
5. Women's studies – apparently gets a course release
6. Asian studies
7. LACS
8. American studies
9. Biochem/Mol Chem
10. Classical studies
11. Archaeology
12. Australian studies
13. Dance
14. Film studies
15. German?
16. Russian program (not paid)
17. Global Health
18. Jewish studies (website says Director)
19. Neuroscience
20. Sustainable Development and the Environment
21. Writing
22. Pre-Health coordinator (covers Predental, prevet, premed).
23. Pre-Engineering (unknown money)
24. Pre-law (does get money)
25. Student-faculty collaborative research

India Centre???? Task forces are not compensated

Directors

Women's studies, gets a course release
Honors program

NEXT MEETING:

Meeting Adjourned: 1:48 PM