

9-6-2012

## Minutes, Arts and Sciences Executive Committee Meeting, Thursday, September 6, 2012

Arts and Sciences Executive Committee

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**Minutes**  
**Executive Committee**  
**Sept. 6, 2012**

In attendance: Carol Bresnahan, Bob Moore, Dan Crozier, Joan Davison, Jill Jones, Bob Smither, Claire Strom, Dexter Boniface, and Ben Varnum.

I Call to Order

II Approve the Minutes from the April 19, 2012 Executive Committee meeting. The minutes are approved.

III Committee Reports

AAC. Claire Strom reports, first, that AAC has approved the Middle East North Africa Studies minor. She requests that the EC endorse the proposed minor. Joan motions to endorse it. The motion is seconded and approved. Second, AAC is continuing to review the proposed themes for the new General Education program. Third, AAC approved several new study abroad programs, including Jerusalem, Munich and a new program in Rome. Claire elaborates that the existing program in Rome (through Trinity) was very selective and few Rollins students were able to get in. The new program is run by American University. Furthermore, AAC created several new subcommittees. AAC has also discussed who should represent A&S on the CPS curriculum committee; they have discussed several names but not arrived at a final nominee.

PSC. Joan Davison reports that PSC is focusing on setting its agenda for the year. Of course, PSC will continue its work with recommendations on grant awards. Other issues include: examination of processes and criteria for grant awards; possible FSAR streamlining; clarification of policy for compensation for under-enrolled courses (possibly an issue to be done in cooperation with F&S committee); discussion of review of visiting faculty; and separation of CPS course evaluations from the aggregates used for A&S course evaluations. Joan elaborates that one issue under discussion is the rules governing student-faculty collaborative summer research grants. Joan asks Carol what office administers this program. Carol replies that it is currently administered by Student Success, but she anticipates that it will be redirected to Academic Affairs in the near future. She asks Joan what issues have been raised about the program. Joan replies that many students and faculty believe that the money could be used in a way that reaches more students, and that money for research should be prioritized over (for example) costly travel trips. Carol asks if there are a written set of guidelines which govern this program. Joan replies, yes, and notes that the document is 12

pages long. With respect to under-enrollment, Joan states that the committee wishes to know how this term is defined by the administration and what rules govern why some under-enrolled classes are cancelled and others are not. Bob Moore asks how the issue of under-enrollment came to the agenda. Joan explains that it came up in the context of Rollins moving to a 5-1 teaching load. Furthermore, in some instances, she notes that certain faculty have been told that their under-enrolled classes will not count 'on load.' However there is not a written policy, so it is unclear how such decisions are made.

Student Government Association. Ben reports that student government will hold senate elections in early September. Joan notes that PSC still needs a student representative. Ben states that he is aware of this and will make sure it gets done as soon as the elections are held.

Student Life. Dan Crozier reports that the Student Life committee has been busy making sure it has representation on the various campus committees that they serve on; construction, for example. Dan says that the big issue for the year is student travel. Steven Neilson is administering the new student travel pilot program approved by the faculty last spring. At present, Dan reports, none of the infrastructure is up and ready. The committee is going ahead with developing guidelines, but Dan wants to meet with Steve Neilson first to make sure they are working together. Bob Smither asks how funding decisions will be made. Dan reports that a designated committee will make that decision and also conduct post-travel reviews. Dan notes that another issue is whether to have fixed or rolling deadlines.

Finance & Services. Bob Moore reports that the F&S committee is moving forward with implementing the new merit pay system approved by the faculty last year. In accordance with the new system, the faculty needs to elect a five-member committee of tenured faculty representing the four divisions as well as one at-large member. Jill states that she is weary about creating yet another committee. Joan responds that the workload for this committee should not be onerous. Regarding the committee, Joan states that perhaps the elections should take place within each of the four divisions (via a call for volunteers) and the at-large person could be selected at a faculty meeting; the whole list would be ratified at a faculty meeting. The EC concurs. Jill is going to follow-up with the Division heads to get this done quickly so that we can distribute any merit awards as soon as possible. Bob Moore reports that the committee is also interested in reviewing data on conference travel. He notes that the \$1200/\$1500 ceiling has not kept pace with inflation. Furthermore, the committee is in discussions about how to better include staff in college-wide conversations. He notes that some colleges have a staff senate, for example. He also notes that the issue of gender equity remains on their agenda in terms of salary and compensation. He would like to gather data from Steve Eisenbarth on this issue. Joan states that the key issue is not salary but total compensation which is reflected in non-salary benefits. For example, some Director's positions in Holt receive generous compensation and others receive

nothing. She notes that in spite of faculty requests the data has not been forthcoming.

IV Old Business

(No new business)

V New Business

A. The Strategic Planning Recommendations. Jill circulated the draft planning documents. However, the documents were hard to read. Bob Smither states that he has legal-size copies of the documents that are easier to read and he can circulate them by mail.

B. Executive Council Meeting (upcoming). The Executive Council will meet at some point to discuss the recommendations of the two committees formed last year to make recommendations on issues that transcend A&S and CPS (i.e., overlapping programs and the tenure timetable).

C. Faculty representation on the Board of Trustees. Jill states that there has to be some formal contact between the Board and the Faculty. Joan states that she thinks we should push to have voice on the Board (and not insist on a vote) because that would be more likely to succeed with the Board.