

12-1-2011

Minutes, Arts and Sciences Executive Committee Meeting, Thursday, December 1, 2011

Arts and Sciences Executive Committee

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Arts and Sciences Executive Committee, "Minutes, Arts and Sciences Executive Committee Meeting, Thursday, December 1, 2011" (2011). *Executive Committee Minutes*. Paper 32.
http://scholarship.rollins.edu/as_ec/32

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**Approved Minutes
Executive Committee Meeting
December 1, 2011**

In attendance: Alexandria Mozzicato, Joan Davison, Jenny Queen, Dexter Boniface, Gloria Cook, Joe Siry, Bob Smither, and Carol Bresnahan.

I Called to Order @ 12:32pm

II Approval of the Minutes from the EC Meeting of Nov. 10, 2011

The minutes are approved.

III Brief Committee Reports

1. **F&S.** Siry: Students brought up student health insurance costs at Voices for Women Forum. Bresnahan: This year student insurance increased from \$500 to \$700. It is optional for A&S if they can demonstrate other insurance and totally optional for Holt students. Maria Martinez was charged with finding policy for students. Several vendors would not bid, because Rollins claims were 120% of premiums. She chose the best plan that increased premium minimally but it did increase deductibles. Women raised concern of being unfairly affected by change. Davison: Why the difference between Holt & A&S requirements? Bresnahan: There is an assumption that Holt students work and would have work related health insurance. There is also the perception of frivolous spending and students misunderstanding that Rollins could just pick up the difference. Siry: I would like for SLC, F&S, and SGA and human resources to discuss the issue next semester. Queen: Sounds good.

2. **AAC.** Cook: AAC approved of a curricular change to Sustainable Development (SD) minor. Effective spring of 2012, INB 200 will replace INB 100 and INB 225 will replace 335 as core courses. However, AAC did not approve of the addition of POL 323 as an alternative to ENV 292 and POL 333 as an alternative to ENV 348 in this minor because both political science courses require pre-requisites. Davison: If these are optional courses, then the pre-requisite is irrelevant. If these are required, then there is a problem. A lot of SD minors are International Relations majors, so they would have it anyway. Cook: It was brought up by Mike Gunter and AAC will be following up with him. Cook: AAC also met with Dr. Scott Hewitt

in regards to his Global Studies in Education proposal. This is an interdisciplinary minor that will involve many A&S departments. AAC offered numerous suggestions to fine tune this initial proposal and plans to meet with Dr. Hewitt again in the spring. Davison: Did not come up in AAC report, but are we going to discuss Maki's report on RP's? Cook: AAC has not even seen it yet. Will come up in early 2012.

3. **PSC.** Davison: PSC issues will come up under New Business.
4. **SLC.** Queen: SLC heard the annual report from Athletics. Pennie Parker expressed her thanks to the faculty for the passage of the attendance policy. She reported that Rollins has 426 athletes in 22 sports and an athlete GPA of over 3.0 with a 95% graduation rate. The Tars had an impressive Fall Season and are looking forward to successful Winter and Spring Seasons as well. Football was discussed, as were issues of Rollins moving between divisions in the NCAA. There is no current plan to switch divisions and football will continue as a club sport next year with support from OSIL. Queen: SLC also discussed how to follow up on last meeting's discussion of the Mapworks survey and its use in RCC. There will be colloquia for students (both peer mentors and first year students) facilitated by Dean Hater and for faculty facilitated by SLC and Student Success in February of 2012 with a follow-up discussion/report in March or April. We will also be talking to Bob Smither about possible ways to discuss some of this at the January retreat. Queen: SLC is in the middle of working with Residential Life and OSIL to complete Residential Organization Evaluations for groups on probation. Question of why 1/3 of residential organizations were on probation was raised at last A&S meeting. There is a newish procedure (last three years?) for evaluating organizations and there is some culture shock going on. SLC feels good about the changes that are occurring.
5. **SGA.** Mozzicato: SGA heard a presentation on Bush Renovation from Thom Moore. They were impressed. Mozzicato: SGA wants to meet with the Provost & President Duncan at some meeting next semester and is not sure who to contact to make it happen. Bresnahan: Happy to do it. Please contact Laura Salmen as she handles my scheduling and Carol Dacre who handles Lewis Duncan's scheduling.

IV Old Business

- 1. Transparency and job lines.** Boniface: Concern brought to EC is about transparency of the process and general confusion on process itself. Smither: Process is completely transparent. Everyone who has asked for a detailed explanation has had a meeting, and I am happy to meet with all those who are interested. Cook: Is there a concern of favorites? Boniface: There is an impression that CPS got some, A&S got none. Bresnahan: Not sure of exact numbers, but something like 36 requests and only half (seventeen) were approved for budgetary reasons, $\frac{3}{4}$ of which went to A&S (includes visitors and tenure track). From a budgetary perspective, there is no such thing as a new line. Funding had to already exist. Smither: Well, there was one “new” line in Communication Studies. Bresnahan: True, but I paid no attention to where people were with the exception of President Duncan’s commitment to International Business that they would receive 3 lines. One was a transfer from Economics, one is being granted this year, and one was postponed until the following year. Furthermore, these lines are being funded from the President’s discretionary budget. Other than those commitments, there was no thought given to which school was asking. I do keep two things in mind. If a department member does not get tenure, then the department should get to keep the line (I want to avoid tenuring of unqualified people to “keep the line”). Also if a previously approved search failed to identify a qualified candidate, then the department should get to continue the search (I want to avoid hiring of unqualified candidate to “keep the line”). Rollins claims we are a 10:1 student/faculty ratio. We should be able to teach our students with these numbers. Siry: F&S has heard concerns about discrepancies in load between departments; for example, some science courses with labs have very low enrollments but count the same as other courses. Davison: We are comparing apples to oranges. This is not a winning issue for us to pick up. Bresnahan: If anyone has ideas for making the line distribution process more transparent, please contact me. We are currently considering a standardized rubric and standardized set of data for all departments. Davison: the Chair of AAC is usually at these meetings and it is important because of their knowledge of all college issues like general education commitments across departments. There was an oversight this year and she was not included. Smither: I wasn’t aware. We need to make sure that AAC chair is there next year.

V New Business

1. *What items of old/new business should be on the agenda for the Dec. 7 A&S Faculty Meeting?* So far the list includes:
 - a. PSC will lead a discussion in the Committee of the Whole regarding revision of the A&S bylaws to accommodate CPS. Davison: Emily Russell will lead this discussion and has asked us to give her guidance on issues for discussion. Queen: AHFAC recommended that CPS have voting members on all committees. Davison: That is fine for F&S and SLC but what about PSC & AAC. There is no problem with CPS members voting on issues that cross boundaries, but should they get to vote on our majors etc. when they removed themselves from the process? Boniface: We are having the discussion rather than deciding what needs to be on the agenda. Committee membership seems to be the issue for discussion. Davison: Other issues may come up as well. Bresnahan: What about the change of the mission statement to include CPS? Davison: That is not an issue of the A&S bylaws but rather the all-college bylaws. EC agrees that Provost should handle the mission statement amendment process.
 - b. Announcement of the Cornell Distinguished Faculty Awards.
 - c. Dean of Students Address? Davison: A&S by-laws require the Dean of Student Affairs to address the faculty once a semester. This hasn't happened since last spring. Will it be happening at the next meeting or is it too late for Karen to develop the report and present it to the faculty?
2. *Who solves the issue of a faculty member not wanting to leave A&S for CPS?* Bresnahan: This is not an EC issue, this is a Provost issue. Faculty without a department is a problem. I am working on a resolution for the current situation. The ideal scenario would be for the faculty member to identify a department where they would like to reside and for that department to approve it; the department should retain the right of refusal.
3. Merit pay for A&S. Smither: Can we send the one page memo & form to faculty without an A&S faculty vote? Siry: This is a one-time thing and then faculty will be involved in the long term decision. Boniface: Is there any chance of a backlash if this is approved without bringing it before the full faculty? None perceived. Cook: Is there a concern about the December 15 deadline? Davison: It's 9 bullet points, and shouldn't take more than 5 minutes. Smither: If it waits to January, then it will take longer to get

money to faculty. EC unanimously agrees to use the form immediately and involve all faculty in the longer-term process discussion in the fall.

4. Retirement Policy for A&S. Siry: I have been getting complaints about policy and will talk to individuals involved to get clearer understanding of issue as well as Matt Hawks in Human Resources.
5. PSC bylaw change (parental leave for childbirth or adoption etc.). Davison: When making alteration for Bush noticed that parental leave policy wasn't in the bylaws. Article VIII, section 1 currently reads: "*No tenure track appointment may last beyond seven consecutive years without the faculty being granted tenure.*" The suggested amendment reads: "*No tenure track appointment may last beyond seven years without the faculty member being granted tenure, with the exception of faculty members on parental leave for childbirth or adoption who accept an extension in accordance with Rollins College policy.*" EC approved policy unanimously, and it will go to faculty at January meeting.
6. Committee established to review and make recommendations regarding smoking policies for college. They would like faculty representation.
Queen: How about someone from Student Life? I believe it is OSIL working on the issue. I nominate Dan Crozier. Bresnahan: There was some discussion of making sure a smoker was actually on the committee. Queen: What about Phil Kozel? Not on EC, but he is a smoker. We could pass on both names. I can't imagine objection to more faculty involvement.

VI Adjourned at 1:55pm