

12-7-2010

Minutes, Arts & Sciences Finance and Service Committee Meeting, Tuesday, December 7, 2010

Arts & Sciences Finance and Service Committee

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Finance and Service Meeting Minutes: 12/7/10

Members Attending:

- ✓ Mandy Booker
- ✓ Eddie Dobrowolski
- ✓ Sue Easton
- ✓ Laurel Goj
- ✓ Tonia Warnecke

Guest: Rachel Simmons

Members Absent:

- ✓ Diane Willingham
- ✓ James Poindexter
- ✓ Kenneth Pestka
- ✓ Alexandra Grammenos
- ✓ Anna Alon

Sr. Administrative Resource:

- ✓ Jeff Eisenbarth

Agenda:

- Approval of November minutes
 - Review of action items
 - Report from Rachel Simmons – Academic Affairs and 3/2 discussions
 - Reports from subcommittees
 - Budget and Planning – Sue / Anna
 - Ethical Production – Tonia
 - CESI – Ken
 - Discussion of report sent with budget Q&A
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- The meeting was called to order at 12:30pm. Eddie volunteered to take minutes.
 - The first order of business was another round of introductions. Rachel Simmons from Academic Affairs was introduced.
 - Minutes from the November meeting were approved.
 - Review of action items

- Sue: Actions complete. There was a limited response to the documents we sent out with the Q&A. See Discussion below.
- Jeff (not at meeting): Actions Complete:
 - Follow up on whether faculty/staff got notification on how to access slides from the budget/planning presentation.
- Jeff: Actions still pending: (see action items below)
- Report from Rachel Simmons – Academic Affairs and 3/2 discussions

Rachel provided us with a memo, which addressed the current 3/2-load situation. She said that many faculty and staff are feeling overwhelmed with the number of classes they are being asked to teach. This memo suggested ways to correct current concerns with the 3/2-load without impacting a financial cost. The particular model the group discussed was in use at Stetson University. The overall goal of the model was to increase class size in lecture style courses, and keep current discussion style courses relatively parallel to current size.

We discussed the potential difficulty when trying to keep students engaged in a class of more than 20. If that number were to be increased, how would the rest of the faculty feel? We also discussed the issue of increasing class size in certain science courses. Furthermore if we are considering applying this model to Rollins how will that effect plans for the new Bush Science Center because the lab will need to be modified to accommodate any changes.

Eddie expressed the potential concern with what effect an increase in class size would have on the reputation of the college. Small classes and teacher relationships is something Rollins prides itself on, should we be willing to risk that in order to accommodate this particular model, or is there a better way?

Rachel mentioned one of the major benefits to a plan like this would be freeing up faculty time, which could be used for research. Although we are not primarily a research institute, we recently we lost two top candidates to Furman and Wabash, likely because faculty research time is limited.

- Reports from subcommittees
 - Budget and Planning – Sue briefly reported on the status of the budget and planning process. Additional meetings will continue after the holiday break. She and Anna will continue to attend these and share any relevant information with the committee.
 - Ethical Production – Tonia stated that the committee is continuing their work on the

purchasing process for Rollins Branded merchandise. Their strategy is to make it an advantage to purchase products that are approved.

- CESI – Ken was absent, but sent a document following the meeting to all committee members.
- Discussion of report sent with budget Q&A

The group continued discussion on budget and planning. How concerned are faculty and staff? Laurel discussed with the group that the reason for a lack of faculty attendance at the particular meetings may be due to poor timing of the meetings. The group thinks that if we can find a more accommodating time we may see more interest. We discussed whether students would be interested in attending a meeting or if student attendance would hinder faculty and staff responses in an after meeting Q&A session. The group agreed that if students were to attend, it is likely faculty and staff would reserve some comments.

Action Items

Eddie	<ul style="list-style-type: none">*Determine student interest in attending budget & planning meeting.* Submit draft of minutes.
Tonia and Diane	<ul style="list-style-type: none">*Continued work on ethical production and purchasing for Rollins Branded merchandise.
Jeff	<ul style="list-style-type: none">*Check into how BoT open forum meeting information is communicated to the faculty.*Schedule a meeting with Charlie Rock to answer his budget-related questions.*Meet with student representatives regarding tuition allocations.

Meeting was concluded at 1:43pm.