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Minutes, Arts & Sciences Academic Affairs Committee Meeting, Tuesday, March 20, 2012

Arts & Sciences Academic Affairs Committee

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Academic Affairs Committee

Meeting Minutes
March 20, 2012

Opening:

The regular meeting of the Academic Affairs Committee was called to order at 12:34 pm on March 20, 2012 in the Chapel-Room Classroom #1 by Gloria Cook.

Present:

Sarah Bishop, Gloria Cook, Fiona Harper, Sebastian Novak, Samuel Sanabria, Wenxian Zhang

Visitors:

Jennifer Cavanaugh, Associate Dean of the Arts & Sciences
Laurel Goj, Assistant Professor of Chemistry
Barry Levis, Professor of History
Robin Mateo, Director of Student Records

A. Approval of Minutes

Minutes from 3/13/12 were voted down due to the extreme brevity of the submission

B. Review of Agenda

C. New Business (5 items)

(Item 1) Proposed Change to the Humanities Major at Hamilton Holt School

(Item 2) Proposed Change to Organic Chemistry Lab & Lecture

(Item 3) Self-Designed Majors: 4 students

(Item 4) CAPE – Caribbean Advanced Proficiency Exam

(Item 5) Revisiting the Maymester Requirements

(Item 1) Proposed Change to the Humanities Major at Hamilton Holt School

Barry Levis representing the faculty of the Humanities major in the Hamilton Holt School requested an addition to the catalog description of the major requirements. The rationale for this change takes into account that a majority of the Holt majors and minors have attended local community colleges and taken similar Humanities core courses to our core courses, but at the 200-level rather than the 300-level. Previously we have allowed those students to transfer all such courses to satisfy the major or minor core requirements. An examination of the portfolios over the years has made it rather clear that the quality and rigor of the previously accepted community college courses do not meet the standards that we have for our core courses at Rollins. We are requesting that:

“Students must complete at least two of the Humanities core courses (HUM 303, 304, 305, and 306) at Rollins College to fulfill the requirements of the Humanities Major or Minor.”

The addition of this requirement will ensure that students will be prepared for 300-level courses in this subject matter as well as the educational experience that is appropriate for Humanities majors and minors at Rollins College.

Wenxian Zhang indicated that he was supportive of this initiative and inquired as to how many students this will affect? Barry said approximately 10 students. Barry shared that students who have transferred in and not taken the core courses at Rollins are not prepared to complete their final project in the final core course their senior year. They are missing the interdisciplinary company. It is a quality issue.

Fiona Harper inquired on the rationale for students having to take two core courses at Rollins College, rather than say one or three core courses. Barry said that this was decided among faculty members: Hoyt Edge, Tom Cook and himself. Gloria Cook said that she supported this, as it is a quality issue, although it may deter some students with regards to financial issues. Wenxian then inquired if this change would necessitate additional staff time. Barry replied no.

A vote was taken; there was a unanimous agreement on the proposed change to the humanities major at Holt. The catalogue copy will read:

“Students must complete at least two of the Humanities core courses (HUM 303, 304, 305, and 306) at Rollins College to fulfill the requirements of the Humanities Major or Minor.”

(Item 2) Proposed Change to Organic Chemistry Lab & Lecture

Laurel Goj representing the faculty of the Chemistry Department described an unusual situation that occurred in the Organic Chemistry course this semester. Students currently can enroll separately in the lecture course (CHM 221) and laboratory course (CHM 221L) although the catalog did state that lab is required. Recently, the biology had several students who wish to drop the lab but not the lecture. The department wanted to add the following change (bold italic type) to the catalog:

CHM 220/221 Organic Chemistry I and II: This sequence introduces the principles of organic chemistry through the study of structure-activity relationships, properties and reactions of carbon compounds. Instrumental methods are used in separation and identification of organic compounds such as gas chromatography, nuclear magnetic resonance spectroscopy, infrared and ultraviolet spectroscopy, and mass spectroscopy. Lab required. ***The lecture and laboratory must be enrolled and dropped simultaneously.*** Prerequisite: CHM 121.

Fiona does not think that this change is appropriate. If a student drops a lecture and then is forced to also drop the lab, then the student will have 2 W's on their transcript. Scheduling should not dictate the curriculum. Laurel shared that it has made a difference with athletes giving both registration and scheduling flexibility. At the 200-level there is less flexibility. Laurel responded that they would have to go back to the way it was and combine the two courses as a six-credit courses. The original intent was never to untie the two components. Jennifer Cavanaugh asked if this was doable by the fall and Robin Mateo said that it would be. Fiona then referred to an e-mail discussion about this particular issue and a similar issue they explored at length in the Biology Department. Laurel expressed that she wished she had seen these comments. Gloria explained that she did not forward the background discussion on this matter to Laurel because even though it was a similar issue, it was not a direct discussion or representation of AAC.

Laurel withdrew the request from the AAC. Robin mentioned that we had just received a request from Computer Science to separate a class from the lab portion as well. Gloria affirmed this and stated that we would look at the CMS proposal next week.

(Item 3) Self-Designed Majors:

Jennifer Cavanaugh, Associate Dean of the Arts & Sciences introduced all of the student proposals. She opened with a history of the Self-Designed Major (SDM) a conversation she had with Toni Holbrook, "the SDM was created to allow exceptional students who are self-motivated and capable of studying independently in exploring the intersections of several disciplines. Her advice is to see if their SDM proposals could be achieved in a major and a minor or a major and 2 minors. If so, then that is the appropriate course of study for them. If they can make the case that what they want to explore is the intersection of different areas of study then the SDM is probably appropriate. Students are allowed to modify the plan of study in the SDM if needed with the approval from the Dean."

The first SDM for consideration is entitled: Patterns in Social Policy; combining coursework in Social Sciences, Political Science and Environmental Studies. The name of the student and sponsor will not be included in the minutes) This proposal in terms of Toni's points for consideration was the most appropriate. Due to his GPA, the AAC would like to give him a chance to re-apply and reconsider this proposal again in the Fall. The Committee would like to wait and see if there is an improvement of his GPA this semester. Motion to defer proposal due to GPA.

The second SDM for consideration is entitled: Health, Wellness and Personal Training combining coursework in Physical Education, Education and Psychology. This proposal is

very well prepared; the student wants to make a case. Toni feels that this is an education major with a coaching certificate. The minor for coaching does not exist yet. We do offer a coaching certificate. Her proposed course load was reviewed, it was noted that she was light on biology courses. Pre-requisites from her anatomy course were not included in the proposal.. The committee was curious if she was aware of the coaching certificate. Jennifer reiterated that she wanted to go into health, wellness and personal training and wants her major to reflect that in name. It was brought up that Physical Education is not an academic department. Proposal was not approved. It was advised that student should seek a sport certification

The third SDM for consideration is entitled: Russian, Spanish, and English Language, Literature and Culture combining coursework from Modern Languages and the English Department. Committee members felt that from an English standpoint, "what she wants to do is bypass all of the required "core" courses in the major and minor, with one exception (World Literature) and take only electives. Discussions centered around that fact that while the student seems to be pursuing a more traditional route with regards to the Russian/Spanish components of her proposed major, the Committee did not understand why she doesn't just major/minor in one of these three fields rather than adopt a cut-and-paste model. Her proposed senior project as it is currently defined is very vague and overly ambitious (is she really going to be able to develop high-level reading fluency in two foreign languages within the next 18 months?) The Committee also feels that her course goals can be pursued in modified form as part of a "honors in the major" project, either in the English Department or in Modern Language. The concern with her current proposal is that she is a) spreading herself too thin b) sidestepping some of the critical and difficult courses in the major c) creating a major that puts academics secondary to international travel. Proposal was not approved.

The fourth SDM for consideration is entitled: European Studies combining coursework from Classical Studies, Modern Languages & Literature (German) and History.

Sebastian raised concerns about courses in the proposal that are no longer offered. Can this student handle four 300-level classes in one semester? It was pointed out that he can satisfy his interest by just majoring and minoring in the current fields. Jennifer clarified that students can file for a "change" in their self-designed major. Any substitutions have to be approved by the sponsors.

Sebastian then asked about the concentration in German language. Jennifer explained that this is the language of the Classics. Fiona inquired if he could major in History and minor in Classical Studies. Sebastian stated that he feels as though a major already in place is a stronger statement. Sam Sanabria noticed that the student wants to become a writer, but he is not planning on taking any English courses. Jennifer pointed out that he wants to explore the influence of the classical world on the development of the modern world. He wants to read from the primary source. Sarah Bishop said that it would be a lot to try to double major and minor. This proposal has the potential to be what it is intended to be. Any student who is writing out a four-year plan is guessing at some of it. Fiona sees 13 credit hours in the upcoming fall semester and then has a future semester of with 24 hours and looking at filling in with Holt and Maymester courses. Wouldn't he want to look at a proper course load? Jennifer felt that AAC needs to trust the student's advisors who will address our concerns..

Jennifer suggested that the Committee could give it a conditional approval through the Dean's office and work closely with the three advisors.. Wenxian added that trusting our colleague is an important thing. This sounds academically sound. Gloria suggested that we should see the student's GPA along with their proposals. Proposal approved with condition of Advisor re-working schedule.

(Item 4) CAPE – Caribbean Advanced Proficiency Exam

The Dean's office would like to have AAC determine a policy on how we should treat the CAPE test scores submitted by some of our international students. They are considered as the equivalent of AP exams given in this country, but administered in the Caribbean nations. Robin Mateo asked if we want CAPE scores accepted?

Gloria asked for any other comments on the CAPE test scores. Fiona replied that the CAPE test is more challenging than the AP Biology Test. The CAPE test is more interpretation than knowledge. Motion was made to pass for the acceptance of CAPE 1 & 2 test scores.

(Item 5) Revisiting the Maymester Requirements

Gloria reviewed an email from Dean Smither dated 2/8/2012 in which he stated that "parents are unwilling to pay tuition + \$800 room for just one course; students and parents have both complained to the Dean's office that students should be able to take two courses; revenue last year under the one course model dropped dramatically."

Through this e-mail, Dean Smither inquired if the AAC would consider re-inserting the statement in the faculty resolution that was deleted last year: **"students may petition the Academic Appeals Committee for a waiver to take a second course."**

Fiona agreed that some consideration must be given. She pointed out the case of her student who has successfully carried 26 credit hours in a single semester with a 4.0 GPA being denied a request to take two courses during Maymester. Jennifer Cavanaugh added that we are asking to add an appeal option. Sebastian Novak remarked that didn't we agree to two courses already? Gloria reminded everyone that income from Maymester is important and that AAC did agree to allow students to take one Maymester and one Holt course in the summer. Jennifer Cavanaugh stated this should be allowed if students' grades didn't reflect a problem. Sarah Bishop added that there was still plenty of time for reflection during Maymester even taking two courses. Sebastian also pointed out that students could go to Valencia or somewhere else and take two courses. Why not keep the students here? Wenxian chimed in with his concern of limiting students to one class. He likes the idea of allowing only 3.0 GPA students to take two Maymester courses.

Gloria and Fiona proposed that we allow students to go through the appeal process in order to take 2 courses if they have a 3.0 GPA. Robin Mateo mentioned that some students could slip through. Fiona declared that there must be a way to catch this. Robin explained that in the Fall and Spring, Student Records can set up Banner to flag for this, but in the Summer, students can take up to eight credits. Gloria asked if advisers have to sign off on this? Sebastian answered no. Fiona recalled that advisers used to do the legwork on this. Gloria

asked if we could have the advisers do this again. Jennifer responded that students might have to petition the AAC.

Fiona inquired if this went to faculty earlier? Robin surmised that she could run a manual report the week before classes and notify students that are registered for two classes that they will have to appeal for the 2nd class to go through or drop it. During this statement from Robin, an online search was made into the Faculty Meeting Archives. This matter had been brought before the Faculty according to page 3 of the 2/24/11 meeting information, and the ruling was to limit Maymester enrollment to one course per student. Jennifer reminded everyone that the appeal process allows the College to deal with exceptions. We will allow students to file an appeal for a waiver if they want to take two. Robin will run a report at the appropriate time and notify students that they need to take action.

D. Agenda Topics for Future Meetings

March 27, 2012 → Next meeting date

New Business –

- 1) CMC – CMC Lab Credit
- 2) CMS – Separate Lab from Lecture
- 3) Deadlines for submission of new course proposals
- 4) CAPE – clarification for college credit
- 5) Maymester – Student appeal process

Adjournment:

The meeting was adjourned at 1:50 pm by Gloria Cook. The next general meeting will be at 12:30 pm on March 27th in Chapel-Room Classroom #2.

Minutes submitted by:

Mark Anderson's proxy

Approved by:
