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Minutes, Arts & Sciences Professional Standards Committee Meeting, Wednesday, January 19, 2011

Arts & Sciences Professional Standards Committee

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PSC Meeting Minutes: January 19, 2011

Attendance:

- Members: David Charles, Richard James, Emily Russell, Joshua Almond, Marc Fetscherin, Carlee Hoffman, Steven St. John, Dorothy Mays, and Claire Strom.
- Dean of Faculty Representative: Interim Dean Wellman
- Guests: Fiona Harper, Lee Lines

Meeting Convened: 3:00pm

Announcements:

- Approval of last week's minutes: Minutes approved.
- Claire - Last week we wanted to express our concern about Maymester compensation being tied to enrollments. AAC has already dealt with it. Out of a spirit of collegiality, we won't pursue.
 - Josh voiced continued concern over the issue.
 - Claire - We can add it to the agenda. Understand that it did not go before the full faculty for review. If we are going to revisit it, then might be a good idea to come up with a recommendation to put forward to the faculty.
 - Dick - Can the Dean's Office provide information on enrollments?
 - Emily - What was this trying to compensate for? Is it the belief that with more bodies comes more work and this helps keep costs down by not adding additional sections?
 - Steven - When faculty teach in Holt, is that tied to enrollment? [No] I have heard from others that if a class has a certain number of students, then he got paid one thing but if it had more, then he got paid another. I will follow up for clarification.
 - Deb - I'm not aware of that. This also a concern for the master's program. At the master level there is different pay.
 - Claire - I will add it to the agenda. We can talk about all this next week.
- Felt out EC for creating a PSC subcommittee for grants. The EC felt it was within our purview.
- The grant meeting will be held here in CSS on Wednesday February 23 from 2-6pm

Old Business:

- Overload and on-load pay:
 - PSC agreed that if field study faculty took students on a trip, his/her compensation would be wrapped into the costs of that field study. The problem with it is when field studs are on-load (specific examples already exist in the Biology and Environmental Studies programs). The impetus now is to have those taught as overloads with the faculty member being compensated afterward and not given a course reduction the following semester. In Biology, for example, these classes are for the major. A proposed solution is to change the handbook language to read that if a class is required for the major, then it can be taught on load (language does not currently exist, they want to add it).
 - Lee - For further clarification, prior to 2004, May term was considered on-load. Starting in 2004/05, we were encouraged to

see May term as an overload and, in 2006, the policy changed so that you have to do May term as an overload. These two-hour courses are attached to a four-hour course.

- Fiona - Ours are attached, as well. There is a marine biology course and the field studies are attached to BIO 210. You can't take the field course without taking that class.
- Lee - Our majors are required to take a field course and they are always tied to a four-hour class.
- Deb - I believe Biology and Environmental Studies are the only two departments with this issue.
- Marc - International Business also has similar courses.
- Claire - If we say a class that is required for the major is on-load then it should cover International Business, too.
- Marc - Yes, absolutely.
- Deb - That means that those are courses that won't be on-load
- Emily - That raises a question about the current overload language.
- Fiona - This option is being taken away. The policy needs to be very clearly stated.
- Claire - But if that is the case, why can't they bank it and take a course release every other year?
- Deb - It's not on-load. May is separate. If it's an overload, then it has to be in the same semester.
- Lee - I see Deb's point. If this approved as a new policy statement and students change majors as a response to this, then there could be additional burdens placed on departments and additional costs for the Dean's Office. Having done a lot of these with two small kids at home, the reason I could do this is because it was on-load. There is a very different skill set taking student abroad.
- David - These courses are field studies. It is inherently integral to the coursework to demand the onsite experience. This does not sound like a typically study abroad program. These sound as though they are more embedded in the major.
- Claire - The language is very specific that it is a course that is tied to a semester load *and* required for major.
- Deb - I think we need to leave it out of the handbook because I think we're going to put it on people's radar and it could open the floodgates for others to do the same. That would be a significant cost for the Dean's Office to support.
- Marc - Can we make it required that instead of 4 + 2, they make it just a 6 credit course that has two components?
- Lee - The problem with that is financial aid. Since it takes place in May, it's no longer considered the same academic year and students are no longer able to apply their financial aid to the costs.
- Emily - Can you count it as load though?
- Lee - January is easy - you just extend it into the spring. But May is difficult.
- Emily - That sounds more like an internal reporting failure.
- Lee - That's what we said to Toni [Holbrook] but because of greater congressional oversight, they want reporting that demonstrates a one to one relationship between the aid that's given and the expense that is had.
- Emily - I get that from the student side of things but why can't we internally count it differently for faculty? That seems an internal structuring thing.

- Claire - The language being proposed is: field studies tied to specified semester-long courses, and required by a major should be permitted to be taught on-load. The associated load for these courses would then be applied:
 - Field courses taught in the winter intercession shall have the load applied in that academic year.
 - Field courses taught May - Aug shall have the load applied in the following academic year.
- David - May I make a friendly amendment to take out 'traditionally'.
- Deb - I think we should also take out 'to continue'.
- David - I'm also open to the idea of adding something like 'in conversation with the dean'.
- Claire - I think it has to be the instructor's choice as to whether or not it can be on-load or overload. We are an institution that is putting increased emphasis on scholarship. We don't want our colleagues to be put in the position that they have to choose.
- Marc - How many courses fall into that category? Maybe 5? We teach hundreds of courses per year and this is only five. That seems like such a small percentage.
- Fiona - This is also tied to majors. If the "flood gates" opened, then those changes would still have to go before AAC and would still have to be justified.
- Lee - That is true. We had to justify the needs for that when we initially proposed the course. This is the first time that we've been able to have a serious opportunity to talk about this and I would like to thank PSC and the Dean's Office for hosting this discussion.
- Emily - I would think of it as codifying an existing practice.
- Lee - Again, it is required that our studs do a field study.
- Josh moves, David seconds. Final proposed language reads: "Field studies tied to specified semester-long courses and required by a major should be permitted to be taught on-load. The associated load for these courses would then be applied:
 - Field courses taught in the winter intercession shall have the load applied in that academic year.
 - Field courses taught May - Aug shall have the load applied in the following academic year."
- Dick - Help me understand better the issue of between this and students with financial aid.
- Deb - Students can only use financial aid in the academic year that they are in, so if a course begins after May 1 then it is not considered a part of the spring caledar and is thus considered to be a part of the next academic year. However, students don't get their awards for the next academic year until late summer and, as a result, cannot apply those awards to their May field studies.
- Dick - And do the costs for the faculty member still go to students?
- Deb - Yes.
- Emily - That is true for Federal financial aid but not internal aid, grants or scholarships.
- Fiona - It is true that some departments have internal aid but it is limited and they are the exception, not the rule.

- Emily - I think the concern about continuing costs be transferred to students is an issue Finance and Services should address.
- Motion called. Motion passed unanimously.

Meeting Adjourned: 4:00pm