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Minutes, Professional Standards Committee Meeting, Wednesday, March 23, 2011

Arts & Sciences Professional Standards Committee

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PSC Meeting
Minutes: March 23, 2011

Attendance:

- Members: Claire Strom, Richard James, David Charles, Joshua Almond, Dorothy Mays, Marc Fetscherin, Steven St. John
- Dean of Faculty Representative: Interim Dean Deb Wellman
- Guests: Devon Massot, Sharon Lusk

Meeting Convened: 3:00 pm

Announcements:

- Minutes from last meeting approved

New Business:

- Institutional Policy on Research and Scholarly Misconduct
 - Devon: This policy is required for active federal grants, needs to be more institutional in nature, needs approval from PSC- where and how the policy should reside; it has been previously looked at by deans, provost, Office of Institutional Research, Rollins leadership team, etc. with minor adjustments.
 - Claire: PSC *next fall* should decide where the policy lives; I suggest an interim policy that deals just with federal grants
 - Devon: This is an institutional policy on how Rollins chooses to address charges of research falsification by faculty, staff, and students
 - Marc: Does it only address US federal funds or also those from other governments?
 - Devon: It addresses all scholarly work, but is a *requirement* for any government funding
 - Claire: We need to have an interim document for federal funds, rest of document can wait to go through PSC next year
 - Deb: Why do we want to push it off to next year?
 - Claire: I don't think we would get it through in time. It would be easier for PSC to approve federal funds now and let the rest go through in fall.
 - Devon: I would recommend that we do all of it now to get it done.
 - Claire: It would be easier to just do the federal part now; it would have to go to EC and then to the faculty and would take a lot of time.
 - Dick: Friendly amendment- I recommend that you put "US federal" instead of just "federal" as per Marc's comment
 - Claire: Devon, could you send the committee a revised copy that just has FEDERAL stuff?
 - David: Is there anything in here that you are sensing is going to be controversial within the faculty?
 - Claire: No, but strategy wise it is better to do it in the Fall because they will have more time to get it through. Will someone make a motion to approve the policy for federal funds only and to table the rest until the Fall?
 - Dick: So moved.
- Holt CIEs
 - Sharon: The timing for Holt CIE process is similar to that of A&S but a few differences; in Holt we do not have a separate final exam period (like in A&S)

and the exams are given on the last day of class; we have tried in the past to schedule CIEs before exams, not sure of reason but it has always been that way... have been trying to time it with A&S but are always a few days off; we have received complaints from students that their attention is not on course evaluations during this time and they want the opportunity to evaluate the class WITH the final exam as well; can we consider opening the CIE process throughout the exam time and cutting it off just before professors have grades in?

- Don: We want to keep evaluation systems as comparable as possible, but the Holt schedule is different... maybe this justifies an exception. They need to be as parallel as possible until PSC can consider implications. The previous logic was that there should not be a major outstanding grade that interferes with the evaluation of the course- why should exams not be considered part of overall course?
- Marc: How many students generally complain?
- Sharon: 5-6 but you often see these complaints IN the evaluation.
- Marc: So only about 1 percent...
- Sharon: They write in the evaluations that they do not want to be forced to participate... I wonder if it might be worth trying to give them the opportunity to evaluate the course WITH the exam.
- Marc: We do the same thing in Crummer, the students have the same questions.
- Deb: Students complain in A&S too and would like to have time to do this after the exams; faculty complain about letting them do it after the exams; students should have the opportunity to evaluate the whole course.
- Josh: Students are captive and engaged before exams, but if we let them do it after the exams, they may not give a good response.
- Deb: Always a 10 day window, maybe we could move it.
- Claire: Somewhere in the language it says that you are not meant to return any substantial work in the last week of class.
- Don: Is there a danger that when students complete the CIE that their most recent memory (i.e. the exam) will be their response to the evaluation? Could also work in the opposite direction as well...
- David: I don't think we'll find a perfect combination that works for everyone. This may make life more complicated because of a complaint by a very small number of students.
- Marc: I want the students to fill it out in the same environment where I teach so I give them the opportunity to fill it out in class.
- Claire: We suggest that you shut them down before finals.
- Adjunct Pay Recommendations
 - Deb: Should align adjunct pay with Holt (by raising 25%)
 - Claire: Does faculty overload pay need to be raised as well?
 - Dick: We could make it match Holt also.
 - Deb: That would be privileging the professors and no one else.
 - David: Have we looked at peer and aspirants for adjunct pay?
 - Deb: I will look at that.
 - Dick: What happens when you teach a lab course with a couple extra hours?
 - Deb: I'm not sure. In the sciences, I think a 4-hour lab should equal a 4 hour credit class instead of 2.
 - Claire: I would recommend that we talk about faculty overload pay.

- David: I taught a class last semester with 26 students with a cap of 12 and didn't get overload; I get weary of the concrete number of student overloads, it is not respective of disciplines. Maybe we should follow Zimmerman's model of different types of classes (lecture, lab, discussion, etc) not just one model fits all.
- Deb: When classes get to 29 or 30, you can split it in two and teach two sections and get overload pay that way.
- Claire: I recommend professor at \$3,000 and a 250 decrease in each rank below.
- Deb: PhD adjunct would be 2,837.50 with %25 increase...
- Claire: Incremental difference should be the same between each level.
- David: How many teach overload?
- Deb: A lot, maybe about 40 right now.
- Marc: Why is the A&S overload pay different? Should be same for both A&S and Holt.

Adjourn: 3:55 pm