

10-19-2010

## Minutes, Arts & Sciences Academic Affairs Committee Meeting, Tuesday, October 19, 2010

Arts & Sciences Academic Affairs Committee

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## AAC Minutes – October 19, 2010

In attendance: Barry Levis (Chair), Alex Boguslawski , Rick Bommelje (Secretary), Gloria Cook, Sebastian Novak, Darren Stoub, Kristen Trucco, Martina Vidovic, Deb Wellman

Guests in attendance: Barry Allen, Giselda Beaudin, Li Wei, Sharon Lusk

The meeting was called to order at 12:32 PM.

**Announcement:** Barry welcomed student representative Kristen Trucco to the committee.

### **Old Business**

#### **1. Valedictorian**

Barry reported that the Executive Committee had a series of 4 objections to the proposal: 1. the selection committee would consist of only the faculty members of AAC; 2. remove the Dean of Students from a voting position to an advisory position; 3. remove the Director of Community Engagement from the committee; and 4. the implementation date.

Barry asked if the members are ready to accept the changes.

Darren made a motion to accept the changes that were identified in Barry's email which consisted of the first 3 items. Sebastian indicated that the students are fine with this. Alex seconded the motion.

The motion was unanimously approved.

#### **2. Grade Appeal**

The committee heard a grade appeal and it was denied.

### **NEW BUSINESS**

#### **1. Pre-matriculation Program**

Barry introduced the issue of the proposal for the pre-matriculation program. He stated that the two field study courses were previously approved on a course by course basis. The proposal is for the creation of a program. There was discussion about what type of program this would be.

Giselda stated that the question on the table is to consider if the college wants to continue offering field study courses for pre-matriculated students. The courses themselves would continue to go through the new course subcommittee. Darren emphasized that it brings up the issue of whether or not a student can receive an education before they are matriculated into the institution. Barry stated that the focus of this issue is on field study. Deb asked Barry A. why the students are not becoming matriculated on July 1. Barry A indicated thought that this is what is actually happening. Giselda stated that the students are admitted as special students for the summer. It is an early matriculation and they are not covered by the Rollins insurance policy. Deb asked if there is a problem having them being admitted as student is

July rather than August. Barry A stated that he did not see this would be a problem. Currently, the students are paying for the program costs and not a separate tuition. Barry A. emphasized that this will be treated as a field study. Chris asked how the students were selected. Barry A explained the selection process and how he selects the students out of a pool. Li Wei's course did not have a selection process since there were only 7 students. The selection process will be initiated in future courses. Barry asked what the breakeven point is and Giselda stated that it is 8 students. Gloria asked for a brief history of the field study initiative. Barry A. stated that the program had its origin with Hoyt Edge when he was interim Dean of Faculty. The idea was to give the students an international experience to begin their overall Rollins; experience with the hope that it would get the students focused on academics and also to get them socialized better. In the future, this program could be used explicitly in admissions. Barry A is very pleased with the outcomes of the program. The students bonded, all came back and did very well academically during the first year. This year's students have also responded positively and are getting off to a good start. Giselda stated that Furman and Michigan State University offer similar programs. Michigan State University offers a more comparable program – short term, faculty led, and typically between 10-14 days. The benefits are for retention and developing student-faculty relationships. Normally there is one faculty member for 12 students. Michigan State University sends 2-3 faculty members, however the groups are larger. Barry expressed a concern that there are 17 year olds. Barry A emphasized that if the program is designed carefully, there will not be an issue. Giselda pointed out that next year's program in China will be a combination language and culture experience and not a language intensive program as was the case this year. Darren queried about the benefit of doing the program before school starts. Barry A stated that it is to give the students an immediate connection to the institution. He also emphasized that 10 days is the ideal time with the idea of getting them back to the College right before Orientation. Both of the courses this past summer were graded in order to keep the focus on the academics. Li Wei stated that it could also occur in December, although the weather in Beijing is cold. Kristen stated that the only disadvantage of doing it in December is that the students would have spent the entire Fall term as Freshmen and it is beneficial for them to go home. Giselda stated that there has been much success with RCC field studies in January in the past. Barry A emphasized that this is for students who are ready to start College. Darren asked if there are significant differences for retention. Barry A. shared that it is a small group of students; however, it is very promising. Darren pointed out that all programs should have explicit learning outcomes, data collection, and sufficient assessment measures. Gloria indicated that we must have assessment goals built in. Deb stated that Barry A. has a well-designed and established experience. Barry A concurred that his itinerary is one that he has done many times and the goal is 'no surprises'. Barry asked the committee if we should require specific learning outcomes, measurements, and a means for assessing them. Giselda stated that she does not know if her office has the expertise to do this. Barry indicated that Explorations could be a program to be modeled. Darren stated that if there is a program it is essential to have a program coordinator. Giselda pointed out that we have a well-established field study program and having a program coordinator is unrealistic at this time. Gloria stated that the new course subcommittee approves the course and Chris reiterated that there are questions beyond the course relating to the overall program. Martina asked if this was exclusively for international experiences. Darren stated that a pre-matriculation program means something different than a program for Rollins students who

start earlier. Deb indicated that Giselda looks at things other than just the course itself. The entire field study is assessed by two different groups. Darren stated that they are not Rollins students; they are special students. Barry A. indicated that there is a fine line in that the students have R cards and that Toni has moved their actual start date back to July 1 so they are Rollins students when they go on the program. Barry emphasized that the committee could look at this as individual courses and not as a program. His assumption was that Giselda's desire was to formalize it as a program. Giselda stated that AAC had requested a review of the pre-matriculation program and that maybe there is a fundamental miscommunication. Barry A. indicated that the first time it was approved as a topics course and was again approved this past year. He never thought of it in terms of a program. Rick asked Giselda if her intent was to bring this to the committee for approval as a program and she confirmed that this was not the case. There was additional conversation about what constitutes a program. Darren said it is important to know what the faculty's opinion is about pre-matriculation programs. If it is just courses, then it should rest with International Programs. It was pointed out that this was similar to an Explorations type of program. Barry stated there needs to be a structure created for collecting the measurement data. Alex emphasized that we should treat them as courses. Rick concurred. Darren suggested that a straw poll be taken of the faculty to get their opinion on pre-matriculated experiences. Barry suggested he take this issue to the Executive Committee to get feedback on the issue before we proceed.

## **2. Maymester**

Deb distributed the report on the Maymester developed by the interim Provost and the Dean of the Faculty.

The meeting was adjourned at 1:47 PM.

Rick Bommelje  
Secretary