

Rollins College

Rollins Scholarship Online

Faculty Affairs Committee Minutes

College of Liberal Arts Minutes and Reports

3-31-2020

Minutes, Faculty Affairs Committee Meeting, Tuesday, March 31, 2020

Faculty Affairs Committee

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Faculty Affairs Committee

Meeting of March 31, 2020

12:30 – 1:45

Approved

WebEx: <https://rollins.webex.com/meet/ddavison>

Members in Attendance:

Don Davidson, Chairperson 2019-2021

Ben Hudson, 2018 – 2020, Humanities Rep 2018-2020

Ashley Cannaday, At-Large Rep 2019-2021

Don Davidson, At-Large Rep, 2019-2021

David Caban, Business Rep, 2019-2021

John Grau, Expressive Arts Rep, 2018-2020

Leslie Poole, At-Large Rep, 2019-2021

Samuel Sanabria, At-Large Rep, 2019-2021

Minutes prepared by: Rachelle Yankelevitz, Science Division Rep, 2019-2021

Absent: Leigh DeLorenzi, Social Sciences-Applied Rep, 2019-2020

Guests in Attendance:

Jennifer Cavanaugh, Dean of the Faculty

- I. Call to Order: 12:36pm
- II. Approval of Minutes from March 10, 2020
 - a. Approved
- III. New Business

Scheduling: Don is on the task force on Rollins' finances related to Covid-19. The meeting happens during our next FAC meeting on April 7. We decided to keep FAC's next meeting April 7 at 12:30 pm and Samuel will chair.

- A. Final review of bylaw that extends tenure clock due to coronavirus
 - a. We reviewed the bylaw change proposal. According to AAUP, when a person works for 6 years at one institution, the institution must either give them tenure (de facto tenure) or terminate them. The bylaw change specifies that the fifth year would be non-counting to avoid de facto tenure occurring.
 - b. We agreed and emphasized that this bylaw change has no bearing on the parental leave policy; if both this Covid-19 clock extension and the parental leave policy apply to one person, the person would be able to use both.

- c. We modified the second sentence to read: “The extension will convert the faculty member's fifth year on the tenure track to one, non-counting year. The timeline for pre-tenure evaluation and course release in years one through four is unchanged.” Don will send the bylaw forward.

B. Recommendation for course evaluation

- a. Jenny provided background on the issue and said that she had been in conversation with deans at other institutions when virus concerns first emerged. There was agreement across institutions that because we don't hire faculty to teach online, it doesn't make sense to evaluate them for this skill. Jenny and others have been pondering what alternatives exist to help faculty get feedback from students. Samuel asked whether each department might decide how to evaluate faculty for this semester. Jenny pointed out that faculty could also decide how to do this evaluation; however, she doesn't want to place the burden on faculty of creating their own evaluations. She proposed creating a template that faculty/departments could modify to fit their purposes. The results would not automatically go to evaluative committees but faculty could choose to include it in their portfolio. Jenny will look into how to distribute them anonymously if they're customized.
- b. We discussed what this evaluate might look like. Don and Rachelle mentioned that the template could be streamlined into a few factual questions (e.g. what year are you) and about 3 short-answer/open-ended questions. Don suggested modeling it off of the CIEs that existed before they went online.
- c. David pointed out that we could use this opportunity to learn what students did like about the online experience.
- d. Don proposed some scenarios in which not administering the regular CIEs could impact faculty and tenure/promotion decisions. We asked whether it could be possible to for some faculty to still administer the CIEs via Qualtrics.
- e. Jenny will reach out to Nancy to discuss a template for course feedback. The feedback would be optional to include in evaluation portfolio. Jenny will investigate the possibility of selectively deploying the CIE if the faculty member has a reason to do so.

C. Finish details of endowed chair transparency recommendations

- a. Not discussed

D. Final vote regarding optional fifth year review for untenured faculty

- a. Ben proposed that if anyone opts to extend their clock due to Covid-19, they should have a mandatory 5th year review. The concern is that no one

pre-tenure should go for two consecutive years without a review, especially the two years right before tenure evaluation.

- b. Jenny proposed that we edit the coronavirus tenure clock extension policy to state that if someone opts for a noncounting 5th year, they need to have a review in either the 5th or 6th year.
- c. Don proposed, and all agreed, to hold this bylaw until Fall because nonessential business is suspended, and because there is potential confusion resulting from this change being related to the tenure clock emergency bylaw.

E. Salary subcommittee details per Faculty Compensation Philosophy

- a. Not discussed

F. Other business

- a. Not discussed

IV. Adjourn: 1:43pm