

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

10-29-2019

Minutes, Curriculum Committee Meeting, Tuesday, October 29, 2019

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: October 29, 2019

Location: Chapel, Classroom 1

Attendees:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Martina Vidovic (Chair) | <input type="checkbox"/> Samuel Alvarez | <input type="checkbox"/> Steve Booker |
| <input checked="" type="checkbox"/> Valerie Summet | <input checked="" type="checkbox"/> Kyle Bennett | <input checked="" type="checkbox"/> Erik Kenyon |
| <input checked="" type="checkbox"/> Brian Mosby | <input type="checkbox"/> Cece Carrico | <input type="checkbox"/> Karla Knight |
| <input checked="" type="checkbox"/> Kip Kiefer | <input type="checkbox"/> Bet Tauscher | <input type="checkbox"/> Gabriel Barreneche |
| <input checked="" type="checkbox"/> Caitlin Mohr | | <input type="checkbox"/> Jennifer Cavanaugh |
| <input type="checkbox"/> Patti McCall-Wright | <input checked="" type="checkbox"/> Emily Russell | <input checked="" type="checkbox"/> Janette Smith |
| <input checked="" type="checkbox"/> Whitney Coyle (Secretary) | <input type="checkbox"/> Mae Fitchett | |
| <input checked="" type="checkbox"/> Brendaliz Santiago-Narvaez | <input checked="" type="checkbox"/> Stephanie Henning | |
| <input checked="" type="checkbox"/> Steven Schoen | <input checked="" type="checkbox"/> Toni Holbrook | |
| <input type="checkbox"/> Rachel Simmons | <input type="checkbox"/> Tiffany Griffin | |

Agenda

1. **Approve minutes from the October 22, 2019 meeting**
 - a. Motion to approve minutes from October 22, 2019 (Moved: Valerie, Second: Brian)
 - b. Decision:
 - c. Approved (8-0-0)
2. **Sub-committee reports**
 - a. New course
 - i. Meets tomorrow, nothing new for now
 - b. Academic Appeals
 - i. Not met since last CC, nothing new to report
 - c. EC report
 - i. Nothing new
 - d. Registration
 - i. Nothing new
 - e. SGA
 - i. Nothing to report
3. **Old business**
4. **New business**
 - a. Position requests
 - i. POL – VAP
 1. 2-for-1
 2. International relations (what courses would they teach for this specialty specifically)
 - ii. SOC – VAP
 1. 2-for-1

2. specific search should cover the core course needs
3. 4 - 4 load
- iii. ANT – TT (Shan-Estelle Brown presenting)
 1. Spread thin through interdisc. Programs
 2. Re-install someone with Env. Anthro + Asian Studies
 3. Is it common to have two specialties like this?
 - a. Yes, trend seen in a search at Cornell recently
 4. Service courses vs. Electives
 - a. Cores in other programs (not just ANT)
 - b. Suggestion – try to quantify that issue. Even if not ANT majors, you are serving many populations
 5. What if you didn't get the position, how would you manage? – could be answered by previous (serving other populations)
 6. Grammar/wording/typo/issue – pg 2, second paragraph down THEY
 7. ANT taught in holt?
 - a. ADJ used to teach in holt – yr 4 for many JR faculty – teaching mostly in CLA... might transition moving forward. Not against, just difficult for now but more possible with a new hire (not a lot of SocSci in holt currently).
- iv. MUS – Lecturer (Gloria and John presenting)
 1. Actually, submitted two requests to EC this past summer
 2. EC already granted tenure position request
 3. This is a replacement of current lecturer
 - a. This is for a musicologist (in western music)
 - b. Contemporary commercial music specialists
 4. To serve majors – or to gain? –
 - a. Both!
 5. Addendum – two requests hand in hand
 6. Minor in music business – this CCM could help accomplish this
 7. Accreditation body – eval in 2014-15 one comment/question was (not exact wording) “it is unclear that the institution offers enough time to do everything that is expected of the faculty”
 8. Not getting TT faculty mid-course releases/sabbaticals
 9. Two fold – freeing TT faculty to do what they are supposed to do (without forced overloads) AND serve the majors/minors and the program with this Lecturers expertise
 10. Add some clarity for expectations of this hire (will contribute to rFLA/RCC/HON)
 11. Typo (the HOW ... comma usage)
 12. Do more with college mission!!
 13. Position to start in Fall 2021
 - a. Could run search in early spring to begin Fall 2020 if EC/provost grants request (REALLY need both new hires at the same time)

14. Bylaws says notification of non-reappointment by March 1 (for standing lecturer)
 15. Budgeting projections done in Feb.
 16. Notifications of approval of requests not until mid-spring so suggestion to “jump the line”
- v. COM – TT, TT new, Lecturer – all for Fall 2021 (Cavanaugh presenting)
1. Rebuilding process – intentional
 2. Fast tracked departmental review to this year to get to know strengths and weaknesses
 3. Concentration areas up for debate, pub. Speaking requirement.
 4. Feel like 12 is the right number – trying to get back to where they were
 5. 3 VAP lines in place right now (not continuing?)
 6. External review done by the end of May
 - a. Goals for review into these requests
 7. COM is committed to requiring pub speaking – requires MANY sections due to nature of course (needing small classes!) which will require a specialist in this area as well
 8. COM dept. doesn’t want to predetermine in advance that their current model
 - a. But CAONNOT continue service course with current faculty numbers and reduce Holt participation, less CE courses
 9. Specifics for each position: TT 1, TT 2, Lecturer
 10. All three were replacements
 11. Students served by COM dept. nearly doubled in less than three years
 12. Major installed 2012
 13. Can COM majors be served by OTHER departments
 - a. Will hopefully be addressed in dept. review
 - b. SOC methods can sub for COM research methods
 14. Holt admissions have stabilized (used to be ALL Holt) – would like to help keep those numbers robust
- vi. SE – TT, VAP (Tonia presenting)
1. TT – emergency replacement for F2020 approved by EC
 - a. This position would start F-2021
 - b. Not offering service due to demand in department and lack of faculty
 - c. 4 people necessary to serve the major – ability to offer electives
 - d. still using adjuncts 5 courses taught over this AY
 - e. TWO hires mentioned here will not completely cover the load
 - f. TT – seeking marketing in SE
 - g. Quantify the specifics about interdisciplinary offerings
 - h. Assistant OR Associate level due to FULL prof leaving

2. VAP – sab. Replacement
 - a. F2021 and S2022
 - b. Specific needs...8 course load total – 4-courses global development. Highly unlikely that the marketing TT hire would be able to cover this – others would be elective, intro course, rFLA or service courses
 - c. Not to be covered by adjuncts – why? Not been very successful for other courses. Don't currently have adjuncts teaching this particular course. Pool is decreasing currently.
 - d. Trying to increase Gen Ed courses – not possible if this position isn't approved.
 - e. Do as many numbers calculations as you can to strengthen this request (since it is not a 2-for-1).
 - f. Trying for more stability! Getting a VAP (instead of adj) should help with this!
 - g. Hire this position as chair for that year? OR should you request a Chair from adjacent dept.

5. Announcements

- a. Check out other

6. Adjourn