

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

11-19-2019

Minutes, Curriculum Committee Meeting, Tuesday, November 19, 2019

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: November 19, 2019

Location: Chapel, Classroom 1

Attendees:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Martina Vidovic (Chair) | <input checked="" type="checkbox"/> Samuel Alvarez | <input checked="" 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 checked="" type="checkbox"/> Bet Tauscher | <input checked="" type="checkbox"/> Gabriel Barreneche |
| <input checked="" type="checkbox"/> Caitlin Mohr | | <input type="checkbox"/> Jennifer Cavanaugh |
| <input checked="" type="checkbox"/> Patti McCall-Wright | <input type="checkbox"/> Emily Russell | <input checked="" type="checkbox"/> Janette Smith |
| <input checked="" type="checkbox"/> Whitney Coyle (Secretary) | <input checked="" type="checkbox"/> Mae Fitchett | |
| <input checked="" type="checkbox"/> Brendaliz Santiago-Narvaez | <input type="checkbox"/> Stephanie Henning | |
| <input checked="" type="checkbox"/> Steven Schoen | <input checked="" type="checkbox"/> Toni Holbrook | |
| <input type="checkbox"/> Rachel Simmons | <input checked="" type="checkbox"/> Tiffany Griffin | |

Agenda

1. **Approve minutes from the November 12, 2019 meeting**
 - a. Approved (8-0-0) (Moved: Val, Second: Brian)
2. **Sub-committee reports**
 - a. New course
 - i. No meeting (waiting for Fall 2020 proposals)
 - ii. Request from Toni – minutes from new course subcommittee for SAACS
 1. Hillary might have these – Steve will look into these
 - b. Academic Appeals
 - i. Met – considered a few appeals:
 1. One policy issue to bring forward: appeals coming in for Honor Code Penalty – if found responsible you can't withdraw, CR/NC
 2. From Gabriel – logic is that if students can be penalized and made to remain in the class even if they had intended to drop
 - a. Consider major vs. minor violation and allow for minor violations to remain in class.
 3. Perhaps it isn't a good idea to place into policy what we do with minor and major and what constitutes major and minor. Perhaps we should just have guidance for the appeals committee in the future.
 4. Presenting the decisions not as “denied due to major” situation, or “denied due to minor” violation, etc. – keep it clear and specific.
 5. Allow HC to make decision about withdrawing from course ?? – not strongly supported
 6. Trying to clarify the guidelines that appeals committee uses

- 7. Withdraw from class but still go through HC procedures (if before W date)
- 8. HC = 2004/2005 – did compare to HCs nationwide
- 9. Some leniencies built into the system (allowing self-reporting, not jumping straight to HF)
- c. EC report
 - i. Data analytics minor approved
- d. Registration
 - i. Multiple virtual meetings
 - ii. *Will come back to*: more discussion on appealing grade vs. academic policy
- e. SGA
 - i. Exec board meeting – puppies on Mills lawn during finals week (Dec. 7th puppies in library)

3. Old business

- a. Finish in Four – Gabriel is here to discuss
 - i. Retention committee worked on this document
 - ii. How does a student document that they can't get a class ... follow their eligibility criteria: register on time, etc.
 - iii. Applies to a student with a single major
 - iv. Shouldn't make a huge difference in retention – it is more to make it public that this is a promise
 - v. All CLA students are eligible if they follow all of these rules
 - vi. Covers tuition ONLY
 - vii. What can we add about registration hold, etc. --- in fine print of registration guidelines
 - viii. Something about sciences – deferred declaration of major – what can we do here? Is it up to science faculty to make it work? Often not possible.
 - 1. If you want to be a [[...]] major and you decide 4th semester of enrollment and you hadn't prepared for this, you must meet with academic advisor to determine if 4 years is still viable... then what?
 - a. Change language to make sure that students understand that if graduation isn't viable, then this is null
 - ix. ?? 8 consecutive semesters ?? vs. 4-years – must be continuous!
 - x. We already did all of this ... this is really an outward facing policy – tell other schools we do this – helps makes Rollins competitive in this way.
 - xi. 2.25 cumulative GPA? – advice from other institutions, above bare minimum. Not sure what the justification is.
- b. Registration priority (did not reach)
- c. Second bachelor degree (did not reach)

4. New business

- a. Position Request for Olin Science Librarian (TT)
 - i. Push this forward as soon as possible
 - ii. 12-month position – don't need to hire on normal faculty calendar – pool is strong at all times of the year.

- iii. This is one of the positions that is highly specialized so this is a big NEED in their department
- iv. Appointments and subject specialty and support for science faculty
- v. Open access publishing and Open educational resources specialist and promoter
- vi. Replacing tenure line in budget even if title and description is different

5. Announcements

6. Adjourn