

10-30-2012

Minutes, Arts & Sciences Academic Affairs Committee Meeting, Tuesday, October 30, 2012

Arts & Sciences Academic Affairs Committee

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Academic Affairs Committee

Meeting Minutes
October 30, 2012

Opening:

The regular meeting of the Academic Affairs Committee was called to order at 12:32 pm on October 30, 2012 in the MLS Classroom CSS 167 by Claire Strom.

Present:

Claire Strom, Susan Walsh, Nancy Decker, Jennifer Cavanaugh, Martina Vidovic, Pedro Bernal, Maria Ruiz, Wenxian Zhang, Faithe Galloway (student rep), Jennifer Nilson (student rep)

Visitors: Rich Morris, Keith Buckley, Robin Mateo, Sharon Lusk, Holly Pohlig, Paul Stephenson

A. Changing Graduation Credit Hours from 140 to 128 (5+1? reducing PE requirements?) - Tabled

Shall we approve dropping graduation requirements to 128 if we also approve a 5+1 faculty load? Paul provided the background from his work on CRCII which examined current requirements at peer and aspirant institutions. Most schools (for example, Amherst and Smith) do 4-credit hour classes and 128 credits, but unlike Rollins, these schools get rid of courses with "extra credits", such as labs counting for 6-credits. In the other system, all courses are no more than 4 credits, and in this way, having 128 credits as a graduation requirement ensures that all students, regardless of major complete 32 courses. If we keep the system we have it now yet drop to 128 credits, science majors could graduate with only 28 courses. The recommendation from CRCII was not to reduce the credit load to 128, but rather, to reduce the course load to 32 courses. Wenxian asked if this would include increasing the credit load for field courses which are frequently only worth 2 credits. Paul said that the key was that no course can be worth more than 4 so that students must take *at least* 32 courses for graduation; therefore, a 2-credit course could still exist. Paul suggested that James Zimmerman also had expertise in this subject. Faithe asked if we change to 128, will we increase 3+2 students. Claire replied that is one of the intentions of changing the requirements.

If we change the credits per course to accommodate the reduction to 128 credits required, Rollins will have to divorce student load from faculty load, given that a 4-credit lecture-only class requires fewer contact hours than a 4-credit lecture and lab course. For example, for a science professor at Smith, his full semester course load is one lecture course (4 credit) and

one lab (4 credit). Claire asked if it would penalize the student to make a 6-credit class worth only 4. Paul said this should not deter the science students who do science because they want to, not for an increase in credit load or change in effort. Paul and Jenny stated that the real problem is not the 128 but the 5+1.

Paul proposed a mathematical equation to adjust faculty load based on contact hours and developmental course needs of students (see table below), but a number of concerns were raised. Paul proposed that as long as your load at the start of classes was +/- 10%, it would count as a full load. However, other faculty pointed out that by the time you know the number of students, it's hard to fill another section. Nancy pointed out that this would not work for languages since their cap is 15, yet they only teach 3 courses. In addition, some classes might be small because they are required for a major, but they do not fill. Many faculty also disagreed that upper level courses should be worth twice as much. Claire asked that if the sciences are doing 2 labs a week, why wouldn't the 5 + 1 work by dropping a lab. Paul said that in order to get students through the major, they must have labs, and we do not have anyone else to teach the labs. Pedro suggested that Paul's calculations were bio-centric because chemistry teaches longer labs and 4 lectures a week. He stated that chemistry and physics can't figure out how to go to 3 lectures a week. In addition, there are the demands of the new general education system on top of the required courses for the major. Pedro does not think it is feasible for the science division to adopt the 5+1 without hiring more faculty, given the number of courses that must be taught. In contrast to what others thought, the new general education system actually increases the demands on the faculty in the science division, rather than freeing up faculty.

division	developmental level of students	# students	contact hour adjustment	# classes per semester	total faculty load
social sciences and humanities	100-200	24	3	3	216
biology (with lab)	100-200	24	4.5	2	216
expressive arts	100-200	18	4	3	216
biology (with lab)	300-400	12	9	2	216

Jenny wonders if we need to have a joint AAC/PSC meeting with Dean Smither or Provost Bresnehan to discuss these interrelated concerns with the 128 credit requirement/32 courses, 5+1 change to faculty load, divorcing faculty load from student load, and deciding how other appointments (lecturers, for example) may fit into these. Many people agreed that these issues are too convoluted to change one item without considering the others. Claire may try to meet with Joan Davison (PSC chair) and Dean Smither to try to discuss the problems.

B. Tracy Murray - Self-Design Major - Approved

Tracy is an older transfer student interested in pursuing a career in arts management. She has already done a significant groundwork talking to faculty in music, theatre, and business, and they support her major. For her year-long project, she is supported by John Sinclair and will be working with the Bach Festival. Nancy asked if her plan included study-abroad because there is a good program in Germany specializing in this area. Jenny stated that as a nontraditional student, Tracy would like to graduate as efficiently as possible. Claire raised the point that the self-designed major included departments from both A&S and CPS and wondered if AAC had the authority to approve the major and in which school it would reside. Jenny responded that it would reside in A&S because 2 out of 3 departments are there; regardless, all self-designed majors that concern A&S go through the A&S Dean's office. Wenxian asked if rather than taking courses from Communications, could Tracy take equivalent courses in CMC. Jenny replied that Communications just started an initiative in PR so this focus fits better in that department. Wenxian asked if all the courses are offered routinely enough so that Tracy can finish in time. Jenny replied that since all three departments have signed off on the major, they are obligated to do so.

C. Next week's agenda

- 1) Approve minutes of last two meetings
- 2) Double-dipping courses (11/6) CSS 134
- 3) General Education implementation--Anderson (11/13)
- 4) Transfer credits--Smither (11/27)
- 5) Anthro major/minor change--Newcomb (11/27)

Adjournment:

The meeting was adjourned at 1:29 pm by Claire Strom. The next general meeting will be at 12:30 pm November 6, 2012 in the MLS Classroom CSS 134 with all division and program heads.

Minutes submitted by

Susan Walsh

Approved by

SELF DESIGNED MAJOR PROPOSAL FORM

NAME: Tracy S. Murray

R-Number: 01059813

E-Mail tmurray@rollins.edu Local Phone: 813-362-2835 Date Filed: 10/25/2012

Class Standing: U1 U2 U3 U4 Current Academic Adviser: Dr. Kim Dennis

Please provide a concise descriptive title of your Self Designed Major to be included in your permanent record:

Art Administration

Please indicate the academic departments to be involved in your Self Designed Major.

Music
Theatre Arts and Dance
Communications

Director's Name: Dr. John Sinclair Department: Music

Sponsors' Names: Kevin Griffin Department: Theatre Arts and Dance

Dr. Sue Easton Department: Communications

Please respond to the following questions in your proposal (attach additional pages if necessary).

Why do you wish to pursue a Self Design Study Major instead of a conventional major?

What do you intend to do after completing it?

Why have you chosen the departments indicated and the particular courses chosen?

What are the goals and plans for your independent research project?

SELF DESIGNED MAJOR COURSE OF STUDY

List the courses (by department) you propose to have included in your Self Designed Major. Show by course number and title, and indicate with an "X" those courses already completed.

DEPARTMENT: Music

Course #	Title	Completed - "X"
<u>MUS 152</u>	<u>Music Theory</u>	<u>_____</u>
<u>MUS 225</u>	<u>Music in Film</u>	<u>_____</u>
<u>MUS 362</u>	<u>Music History: Classic/Romantic</u>	<u>_____</u>
<u>MUS 4XX</u>	<u>Music Business and Entrepreneurship</u>	<u>_____</u>

DEPARTMENT: Theatre Arts and Dance

Course #	Title	Completed - "X"
<u>THE 221</u>	<u>Design/Tech Studio</u>	<u>_____</u>
<u>THE 341</u>	<u>Theatre History I</u>	<u>_____</u>
<u>THE 342</u>	<u>Theatre History II</u>	<u>_____</u>
<u>THE 350</u>	<u>Theatre: From Page to Stage</u>	<u>_____</u>
<u>DAN 203</u>	<u>Dance History</u>	<u>_____</u>
<u>DAN 210</u>	<u>Dance of Other Cultures</u>	<u>_____</u>

DEPARTMENT: Communications

Course #	Title	Completed - "X"
<u>COM 302</u>	<u>New Media and Public Relations</u>	<u>_____</u>
<u>COM 319</u>	<u>Leadership and Effective Communication</u>	<u>_____</u>
<u>COM 325</u>	<u>Public Relations Campaigns</u>	<u>_____</u>
<u>COM/DIS 4XX</u>	<u>Communicating the Theatre Process</u>	<u>_____</u>

RELATED ELECTIVES: _____

Course #	Title	Completed - "X"
<u>ARH 230</u>	<u>Intro to Digital Media</u>	<u>_____</u>
<u>ARH 293</u>	<u>Photography I</u>	<u>_____</u>
<u>IET 112</u>	<u>Creating Web Home Pages</u>	<u>_____</u>
<u>RCC</u>	<u>Rollins Transfer Seminar</u>	<u>_____</u>

Senior Project Title Learning the Development, Communication, and Marketing Process of a Non-Profit Art Organization.

Signature of Student: <u>[Signature]</u>	Date: <u>10/22/2012</u>
Signature of Director: <u>[Signature]</u>	Date: <u>10/24/12</u>
Signature of Faculty Sponsors: <u>[Signature]</u>	Date: <u>10-22-12</u>
<u>Dr. Sue Smith</u>	Date: <u>10-23-12</u>
Signature of Representative of AAC: <u>[Signature]</u>	Date: _____
Signature of Dean of the Faculty: _____	Date: _____

NOTE: Any changes in this Self Designed Major proposal must be submitted on an Amendment Form (available from TJs Advising Services) with all signatures, dated. The Amendment form should be submitted for review and approval by the Dean of Faculty or authorized representative of AAC.

Tracy Murray

Why do you wish to pursue a Self Design Study Major instead of a conventional major?

As a non-traditional student who has been greatly influenced by the arts, Rollins College presents a unique opportunity within the College of Arts and Sciences to create a multi-discipline degree that will enable me to become a global citizen by leading with excellence to advance the arts and its role in society. Each discipline individually offers a unique course of study. The proposed design encompasses and intersects within the College of Arts and Sciences and the College of Professional Studies. Although some courses will apply and be of benefit, simply deciding to major in one and minor in another would likely dilute the objective.

Even though this degree is offered at other colleges, my intentions have been to complete my study of Arts Administration through the Self Design Major at Rollins College. With the amalgamation of my courses from Valencia College and the selected courses at Rollins, this designed major will provide greater value to my professional goals and a platform to a master's degree in Arts Administration. Therefore, Rollins' outstanding programs and faculty members in the Expressive Arts and Communications Department, as well as the art community of Central Florida, offer instruction and mentoring that will challenge and equip me for a productive life.

What do you intend to do after completing it?

After completing my degree at Rollins College, I intend to be a freelance writer and marketer for the arts through new media. My desire is to be an advocate for the arts. With the strong educational foundation that Rollins College provides, along with my years of experience, I hope to bring a greater awareness of the arts and the important role it plays in our society. I plan to pursue graduate studies in Art Administration.

Why have you chosen the departments indicated and the particular courses chosen?

The departments I have chosen are Music, Theatre Arts and Dance, and Communications. The Music Department coursework include historical studies, theory, application, and business and entrepreneurship. These courses offer me the foundation of music as well as the structure and tools to employ when working within this area of study. Theatre Arts and Dance coursework include theatre and dance history, technical theatre design, studies of dance in today's society, and a theatre study from page to stage. These courses will give me an historical framework and technical understanding of each discipline and its influence in today's culture. Communications coursework include new media, public relations, leadership and communication, and a study of communicating the process of a theatrical production. These courses will give me the tools to advance the arts through new media, leadership, and effective communication. Visual art courses are included in the electives to complete the design of the degree.

What are the goals and plans for your independent research project?

My independent research project will be conducted through the Bach Festival with assistance from the Music Department and under the supervision of Betsy Gwinn, Executive Director for the Bach Festival Society and Dr. John Sinclair, Chair of the

Tracy Murray

Department of Music. The goals for this project are to learn the development, communication, and marketing process of a non-profit art organization.

Note: With the understanding that a Self Design Degree proposal begins in a student's sophomore year, I am requesting that an exception to this rule be granted. I have come to Rollins as a non-traditional student with many years of life experience influencing my season of education. I have been intentional in my course selection at Valencia College knowing that my goal is to complete a degree that will allow me the opportunity to be an advocate for the arts. Rollins has opened the door to make this goal a reality through its Self Designed Major and the Liberal Arts education it offers. Thank you for your consideration of this unique request.

Arts and Sciences Advising Transcript

My Student Transcript

Student Name: Murray, Tracy S **Major(s):** Art History
Student ID: R01059813 **Minor(s):** Communication
Advisor: Dennis, Kimberly **Earned Hours:** 60
Class: Undergraduate - Junior **Overall GPA:** 0

Institution	Academic Period	Subject	Number	Section	Title	Credits	Grade	Gen Ed
TRANSFER COURSES								
Brevard Community College	Spring 1981	MAT	102		College Algebra	3	TB	
Brevard Community College	Spring 1981	PSY	101		General Psychology	3	TC	
Brevard Community College	Spring 1981	ENG	999		Comm I	3	TC	
Valencia College-Florida	Spring 2011	ENG	140		Freshman Comp II	3	TA	W
Valencia College-Florida	Spring 2011	ARH	260		Humanities 20th Century	3	TA	A
Valencia College-Florida	Spring 2011	POL	160		US Government	3	TB	S
Valencia College-Florida	Spring 2011	COM	110		Fund in Speech	3	TA	
Valencia College-Florida	Spring 2011	GER	999		GERs Satisfied Via A.A.	0	M	A,BPE,C,D,F,L,N,O,P,PEA,Q,S,T,V,W
Valencia College-Florida	Summer 2011	ENG	232		American Lit Civil War-Present	3	TA	L
Valencia College-Florida	Summer 2011	MAT	999		College Mathematics	3	TA	Q
Valencia College-Florida	Summer 2011	MUS	120		Music Appreciation	3	TA	A
Valencia College-Florida	Fall 2011	BIO	105		Environmental Science	3	TA	O
Valencia College-Florida	Fall 2011	ECO	202		Prin of Economics-Macro	3	TA	
Valencia College-Florida	Fall 2011	MUS	292		Business of Music	3	TA	
Valencia College-Florida	Fall 2011	MUS	140		Intro to Music Theory	4	TA	A
Valencia College-Florida	Spring 2012	ARH	201		Intro to Art	3	TA	D

SunGard Higher Education								
Valencia College-Florida	Spring 2012	ENV	130		History I	3	TA	P
Valencia College-Florida	Spring 2012	INT	2XX		Principles of Marketing	3	TA	
Valencia College-Florida	Spring 2012	SPN	101		Elementary Spanish I	4	TA	
Valencia College-Florida	Summer 2012	SPN	102		Elementary Spanish II	4	TA	

Total Transfer Hours: 60

INSTITUTIONAL COURSES

Rollins College	Fall 2012 - A&S/CPS/Holt	DAN	203	1	Dance History	4	In Progress	D
Rollins College	Fall 2012 - A&S/CPS/Holt	THE	221	1	Design/Tech Studio	4	In Progress	
Rollins College	Fall 2012 - A&S/CPS/Holt	COM	302	1	New Media & Public Relations	4	In Progress	
Rollins College	Fall 2012 - A&S/CPS/Holt	MUS	2250	1X	Topic: Music for the Movies	4	In Progress	
Rollins College	Fall 2012 - A&S/CPS/Holt	RCC	200	R3	Rollins Transition Seminar	2	In Progress	

Total Institutional Hours: 18

TOTAL HOURS: 78

Transfer Credit

Transfer students must meet all general education curriculum and major requirements to earn a Rollins College degree. The Office of Student Records reviews and evaluates courses taken at other institutions, determines courses/credit to be accepted, and prepares a Transfer Course Evaluation. The evaluation lists all courses accepted and any general education requirements those courses fulfill. Students who enter Rollins College ready to declare their major program of study may request a major course evaluation from the Office of Student Records. The major department makes decisions regarding fulfillment of major requirements through transfer credit.

In the evaluation of transfer credit, four (4) semester hours equals one Rollins course. Transfer credit is awarded only for course work taken at regionally-accredited (Middle States, North Central, New England, Northwest, Southern, and Western Association) institutions. Transfer credit is not awarded for courses with a grade below 'C-,' courses taken by mail, or course work not typically offered in a liberal arts college. All transfer courses must be officially letter-graded by the originating institution, with the exception of internships which may be graded Pass/Fail or Credit/No Credit if they meet the specific criteria outlined in the Education Programs and Opportunities section of this Catalogue. No more than twenty-four (24) semester hours are allowed for extension courses. No more than the equivalent of sixty-four (64) semester hours of credit are accepted from a two-year institution. Students with sixty (60) semester hours of credit enter Rollins College with junior standing, but may need additional time to fulfill the requirements of specific majors.

Rollins College participates in an articulation agreement between the Independent Colleges and Universities of Florida (ICUF) and the Florida Division of Community Colleges and Workforce Development. Through this participation, students who enter Rollins with a completed Associate of Arts (AA) degree from a Florida community college matriculate with junior standing and are usually able to transfer a total of sixty (60) semester hours, provided that they meet the same standards and program requirements as native Rollins students.

For all transfer students accepted through the College's participation in the ICUF Articulation Agreement, transfer credit for courses completed at the community college will only be awarded for grades of 'C-' or better, as is the standard for all transfer students in Arts & Sciences. No transfer credit will be awarded for college preparatory, distance learning, or experiential course work, as is the standard for all transfer students in Arts & Sciences. No more than a total of sixty-four (64) semester hours will be awarded to a student for transfer work from a two-year college.

As part of the College's participation in the ICUF Articulation Agreement, General Education Curriculum Requirements are waived for students with the A.A. degree from a Florida community college as well. Upper-level writing

reinforcement and oral communication requirements, both part of the College's general education curriculum, are infused into one or more upper-level courses within each major course of study.

A student's previous grade-point-average (GPA) does not carry forward; a Rollins GPA is determined only on the basis of courses completed at Rollins.

Once admitted to full-time degree status in the College of Arts and Sciences, students must complete at least seventy (70) semester hours in the College (including Rollins or Rollins-affiliated off-campus courses, but excluding Hamilton Holt School courses). Moreover, students must be enrolled full-time in the College of Arts and Sciences (excluding Hamilton Holt School courses) during the last two (2) consecutive semesters (excluding summer terms). Students must complete a minimum of 140 semester hours of academic work, of which at least sixty-four (64) semester hours must be outside a single departmental prefix. All students must complete a minimum of sixteen (16) semester hours that are not used to meet either a general education curriculum or major requirement.