

10-2-2008

## Minutes, Arts & Sciences Executive Committee Meeting, Thursday, October 2, 2008

Arts & Sciences Executive Committee

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**Approved Minutes  
Executive Committee  
October 2, 2008**

**Members Present:** Paul Harris, Barry Levis, Don Davison, Laurie Joyner, Marissa Germain, Roger Casey, Wendy Brandon, Michael Gunter, Lewis Duncan, Susan Libby

- I. Call to order—Davison called the meeting to order at 12:37 PM.
- II. Approval of Minutes from September 11, 2008—the minutes were approved as distributed.
- III. Announcements—Davison announced that the faculty party will held on Saturday, October 11. Because both Davison and Levis will not be there, he hoped that the other members of the Executive Committee would serve as hosts. He also announced that the Budget and Planning Committee had just met to prepare the budget assumptions for next year. He would have more information at the next Executive Committee meeting. The Merit Task Force should have a completed proposal at that time so that it can be presented to the faculty at the October meeting.
- IV. Old Business
  - A. Executive Committee
    1. Replacements for Faculty Appeals—The Executive Committee decided to postpone a decision to the next meeting.
    2. Dean of Student Affairs search—Davison has had talks with the Provost about the interim dean and the establishment of a national search. He had asked the Provost where we are now in the process. Casey responded that a number of issues needed to be settled. Last summer, he had discussed naming an interim for more than a one-year appointment. Davison expressed concern that since the appointment took place during the summer that initially it should be a one-year appointment. He was also concerned about the impact on TJs. Casey indicated the difficulty of hiring a sitting dean because they tend to move on to a Vice Presidential position. That limits the pool and means that we go into the search with an understanding that it might be very limited pool. He discussed the instability in the division and the need for some stability. He also cited the need to fill some other vacancies in the division which would be complicated by another dean's search. Levis asked if we were late in the process of beginning a search. Casey thought that if we began a search soon we should be in good shape. Duncan wondered if Hater would want to be a candidate. Casey thought that was possible. Duncan does not like disingenuous national searches where an internal candidate really has the

position sown up. He felt we should look at an internal candidate before actually opening a national search. The college does not want to gain the reputation of hiring an interim after national searches because it would make other searches more difficult. Brandon asked what were the qualities the college is looking for. Casey said an understanding of a residential liberal arts education, which is a pool softener. He also thought knowledge of student development, residential life experience, and the law were important. They should also understand the interface between student life and the educational agenda developed by the faculty. We need someone to integrate programs and not just developed a whole series of new initiatives. Duncan said that pool should be larger because of the current economic climate. Some candidates will not apply where there is an interim, and also a large number of applicants from public schools will apply because so many are trying to leave that environment. Davison asked why the pool was small and weak last time. Casey said that seeking a sitting dean limited the pool. Duncan observed that looking for a sitting dean required a much more confidential search. Casey suggested that if we want to cherry pick, we would need to use a search firm. Davison asked if the college had used a firm before. Casey responded that they had not because the college had found that firms had not been very useful in other institutions. Brandon questioned Casey about what he meant about student affairs candidates wanting to develop new programs. Casey responded that the college needed a dean who can manage those who want to develop programs to make sure they are integrated. Libby wondered why we would do a search if Hater wants the job and she seems to be doing a good job. Casey responded that you never know who would end up in pool. He also felt that a new prospective was gained from an outside candidate. Collaborative relation between deans is very important and that dynamic is difficult to gauge in an interview process. Harris thought that if Hater would prove to be perfectly suited to the job, it would hurt her own career prospects if she were not hired as dean. Germain asked if we knew that Hater was interested in the position. Casey reported that he had not actually talked with her about it. He also expressed concern about JT's future if the decision is held up. Davison said that he had had extensive conversations with Hater at the end of the summer. He saw this is an opportune time to reevaluate the relationship of Student Affairs with the rest of the college. This process needs to be done in consultation with the faculty before we proceed with a search. He agreed with Duncan that a disingenuous search would not be correct. He wondered if any Ph.D.s had applied to the position. Casey said that Ph.D.s tended to move into academic areas rather than student affairs. Davison said that Hater agreed that this was the time to discuss the relationship between student affairs and academics. Casey sees that she has commitment to this institution. He saw a distinction here with other candidates who might come in and want later to move onto a VP position elsewhere. Duncan saw that temporary dean was only a placeholder because they cannot do more than

stay in place. Casey saw a problem in TJs if she became multi-year interim. Davison is uncomfortable about both prospects: starting a national search now or immediately appointing Hater as dean. He thought that a two-year interim is a better approach. Casey does not like the idea of a multi-year interim. We need some stability in that area. He thought perhaps a three- or four-year contract might be a better alternative but then it might cause a problem with her future career. Harris asked Joyner for her perspective. Joyner did not think that having an internal candidate in a national search is real problem. She generally likes the notion of national searches but also feels that Hater is doing a fine job. But it is causing some problems with certain aspects of advising in TJs, which will be unable to launch the developmental advising program. She thought that Hater could move in a variety of ways in other areas. Casey reported that Hater had insisted that she be able to return to TJs after her interim appointment. Duncan thought that Davison's proposal to conduct a study of faculty attitudes about student affairs might help attract good candidates but also could forestall candidates who feel that their contributions were not needed. Gunter suggested that we should either appoint Hater as permanent dean or have a national search as quickly as possible. He saw an immediate need to get better relationships between academics and student affairs which must happen as quickly as possible. We don't need to kick around for another 18 months. Libby thought that we can get the difference between those who want to change everything and those who have no vision at all. Joyner thought that having the curriculum pilot program demonstrates what our academic priorities are. Duncan thought that he has sense of a steep decline in the number of phone calls from parents which demonstrates how effective she has been. He argued that is what the dean does primarily, field problems. It is the persons under the dean that are program developers. Casey felt that the Executive Committee should postpone a decision until the next meeting so that the committee has time to think. Also it would give him time to consult with Hater about her thoughts and intentions. He urged that what the Executive Committee decided should be our plan. Levis expressed concerns about the need to have faculty involvement so as not to have problems about appointments as we have had in the past. The committee discussed how the faculty would be involved. Davison felt that probably would have to be a special faculty meeting because the Merit Proposal will take up the bulk of the next faculty meeting.

3. Bylaws Changes—Davison asked if PSC was considering the bylaws that had been forwarded to the committee. He wondered if they would be ready for the next faculty meeting (see attachment 1). Joyner recommended that bylaws include a requirement that committee chairs submit a report to the president of the faculty about committee actions on or before May 30 so that the president can include reports in the president's annual report.

4. Budget presentation by Vice-Presidents to the faculty—Davison said that this had been discussed with both Casey and Jeff Eisenbarth about an annual presentation to the faculty. Casey thought a pre-February presentation could deal with budget assumptions and that post-February presentation could present the entire budget. Germain said that students were also very concerned about how their tuition dollars were being spent. Casey said he would commit that he and Eisenbarth would make a presentation to students as well. Duncan thought that a report should also be published in school newspaper. Davison argued that the earlier date would allow faculty to have some input to the final budget. The question is what we want to accomplish: just information or to provide faculty and students an opportunity to provide input. Duncan also wants to include the staff in this process because of their concerns, especially in this economic environment. Davison thought that the presentation should not combine both faculty and staff. Eisenbarth could work directly with the staff and have another program for the faculty. Davison also had concerns about timing because so few common hours are open for colloquia. Brandon thought a town meeting might be effective.

V. New Business

A. Academic Affairs/Executive Committee

1. Calendar for AY 2009-2010—Davison presented a draft but realized that it needs to go to PSC first (see attachment 2). Gunter wondered if advising sessions are on the calendar because of its importance in faculty planning.

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- B. Other New Business—Germain reported that the SGA was developing a social code. SGA will get student feedback at a meeting this Sunday. It will include a student bill of rights and also student expectations. Davison wondered if the Student Life Committee was discussing the proposal. Harris said they had not seen it yet and will put it on the agenda. Duncan commended students for moving on this issue. Brandon asked if there would be an adjudication process. Marissa reported that at this time they were only working on the unified culture and were not yet worrying about the sanctions.

VI. Adjournment—Meeting adjourned at 1:54 PM.

Respectfully submitted,

Barry Levis  
Secretary

## **Attachment 1**

### **1. Proposed New Bylaw to Article VIII, D, section 2 of Arts and Sciences:**

FEC requests that you take the necessary action to add the following sentence to Article VIII, D, section 2 of the A & S by laws after the sentence which ends with "June 15":

*Online submissions must be fully functional by June 16.*

This amendment is engendered by the problem FEC now faces. We have a candidate for tenure who put all of his materials that the Dean, Provost, President and FEC are to read and use in the evaluation procedure on line. However, none of us could read it until he remedied his "computer problems" and that JUST happened last week. That is worrisome. It gives FEC less time to evaluate those materials.

**Bylaws seen by Executive Committee April 24, 2008, and Waiting for Faculty Approval:**

### **2. PROPOSED AMENDMENT TO Article III, Section 1 OF THE BYLAWS OF THE COLLEGE OF ARTS AND SCIENCES**

**To be inserted immediately before the last full sentence in the present Section 1 of Article III.**

*The President of the Faculty shall, on or before May 30 of each academic year, forward to the Provost a copy of all amendments to these bylaws which have been approved by the faculty of the College of Arts and Sciences in accordance with these bylaws.*

### **3. PROPOSED AMENDMENT TO ARTICLE V, SECTION 5.**

**The following sentence is to be added to Article V, Section 5:**

*Notwithstanding anything contained in these bylaws to the contrary, faculty members who serve on any Standing Committee of the Faculty of the College of Arts and Sciences, must be tenured or on official tenure track in the College.*

## Attachment 2

### ***DRAFT No. 1***

#### **ROLLINS COLLEGE ARTS & SCIENCES ACADEMIC CALENDAR 2009-2010**

##### **FALL TERM 2009**

New Students Report	Tuesday, August 18
Returning Students Report	Saturday, August 22
First Day of Class	Monday, August 24
Schedule Changes (Drop/Add)	Monday, August 24, through Friday, August 28
Credit/No Credit Deadline	Friday, September 4
Last Day to Drop a Class without Notation ('W' Deadline)	Friday, September 4
Labor Day Holiday (No Classes)	Monday, September 7
Fall Break (No Classes)	Saturday, October 10, through Tuesday, October 13
Last Day to Drop a Class without Penalty ('WF' Deadline)	Friday, October 30
Thanksgiving Recess (No Classes)	Wednesday, November 25, through Sunday, November 29
Classes End	Friday, December 4
Reading Days	Saturday, December 5, and Sunday, December 6
Final Exams	Monday, December 7, and Tuesday, December 8
Reading Day	Wednesday, December 9
Final Exams	Thursday, December 10, and Friday, December 11
(Contingency Days)	Monday, December 14, through Friday, December 18)

***Count: 69 In-Class/3 Reading/4 Exams/6 Holidays \* Days: 13 Mon./14 Tues./14 Wed./14 Thur./14 Fri.***

##### **SPRING TERM 2010**

Winter Intersession	Monday, January 4, through Friday, January 8
New Students Report	Monday, January 11
First Day of Class	Tuesday, January 12
Schedule Changes (Drop/Add)	Tuesday, January 12, through Tuesday, January 19
M.L. King, Jr. Day (Holiday)	Monday, January 18
Credit/No Credit Deadline	Tuesday, January 26
Last Day to Drop a Class without Notation ('W' Deadline)	Tuesday, January 26
Spring Break (No Classes)	Saturday, March 8, through Sunday, March 14
Last Day to Drop a Class without Penalty ('WF' Deadline)	Friday, March 26
Classes End	Tuesday, April 27
Reading Day	Wednesday, April 28
Final Exams	Thursday, April 29, and Friday, April 30
Reading Days	Saturday, May 1, and Sunday, May 2
Final Exams	Monday, May 3 and Tuesday, May 4
Commencement	Sunday, May 19 (Mother's Day)

***Count: 70 In-Class/3 Reading/4 Exams/6 Holidays \* Days: 13 Mon./15 Tues./14 Wed./14 Thurs./14 Fri.***

##### **APPROVALS:**

Academic Affairs Committee XX-XX-XX - Executive Committee, XX-XX-XX- RLT Group, XX-XX-XX; Vice President for Academic Affairs and Provost, XX-XX-XX