

9-2-2008

## Minutes, Arts & Sciences Executive Committee Meeting, Tuesday, September 2, 2008

Arts & Sciences Executive Committee

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### Recommended Citation

Arts & Sciences Executive Committee, "Minutes, Arts & Sciences Executive Committee Meeting, Tuesday, September 2, 2008" (2008). *Executive Committee Minutes*. Paper 76.  
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**Minutes  
Executive Committee  
September 2, 2008**

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

- I. Call to order – Davison called the meeting to order at 12:35 P.M.
- II. Approval of Minutes – the minutes from the April 24, 2008 meeting of the Executive Committee were approved as distributed.
- III. Announcements

Davison announced that the Fall faculty party will be held on October 11 on Cornell Fine Arts Museum Patio.

Davison asked that Committee Chairs send agenda items to him several days prior to the meeting so that he can send out agenda. Also any announcements that need to be made should be sent to him in advance. He also wants committee chairs to report at faculty meetings what items of business are under consideration by the committee, answer questions, and get feedback on pending legislation.

Finally Davison asked to have a discussion about the effectiveness of the Executive Committee last year and how to improve upon it. Duncan asked how the faculty could deal with the problem of faculty committees' hard work getting overturned at the faculty meeting and having to start over the development process. Davison felt that the faculty presentations by committees will be useful. Also he believes that sometimes committees are not always representative of the faculty at large. He sees nothing wrong with the faculty overturning something that the committee has recommended. That is part of the deliberative process. Levis suggested that there was a need for informal faculty deliberation outside of regular faculty meetings. The faculty does not always have time for full discussion because of press of business. Davison has tried to do away with all announcements to allow more time for discussion. Brandon thought that department chairs need to take information back from department chairs meetings to discuss within the department. Harris suggested that subcommittees send out email minutes to all faculty. Casey recommended that regular colloquium could be institutionalized to provide for a conversation about upcoming items in the week before a faculty meeting. Brandon expressed concerned about faculty who call the question before full discussion has taken place. Davison said that there was nothing he could do if 2/3s of the faculty voted for cloture. Levis suggested Davison delay recognizing individuals who persistently call the question before the discussion has finished. Duncan expressed concerned about losing a quorum toward the end of meetings. Davison said that he kept up with that fairly consistently.

#### IV. Old Business

##### A. Professional Standards

###### 1. Course Instructor Evaluation

a. Access policy – Davison reported that the access policy was pending following discussions with IT and department chairs.

b. Interpretation of data – Harris discussed a tutorial program to teach faculty how to interpret data from the CIE. He is considering putting the tutorial online and testing a beta version before launching it to the entire faculty. There is about a month to go before placing it on line. There will be a beta test on selected faculty. The real emphasis will be on how an individual could be over or under interpreting the data. Faculty members need to put CIE scores in context. Brandon thought there was also a need for peer evaluation of the data. Libby and she both believed that faculty also need training in peer evaluation of teaching. Davison wondered if something would be coming to the Executive committee in the near future. Harris thought it would come before the faculty in the spring.

2. Family Leave proposal—Davison said that the Executive Committee is awaiting the recommendations from Finance and Services about the proposal. The committee needs to report soon because the budget and planning process is well underway. Joyner questioned how broad this program would be because it could have a dramatic impact on the budget. She recommended consulting with Maria Martinez.

##### B. Academic Affairs

1. Classical Studies Program – Davison reminded the Executive Committee that it had required that Classical Studies faculty submit a plan by December about how they intend to reinstate the program.

##### C. Finance and Service

1. Planning priorities for budget – Davison asked the committee to help develop planning priorities after his experience with the budget and planning committee. He saw this as way help the committee become involved in larger institutional planning.

2. Faculty/student representation of Board of Trustees— Davison asked about the status of this investigation. Faculty voted almost unanimously in favor of representation. He has also discussed with Marisa Germain about the possibility of student representation.

##### D. Executive Committee

1. Bylaws—Davison recounted that two bylaws were approved that can come to faculty: a requirement that the president of the faculty provide a yearly report and faculty eligibility to serve on standing committees.

2. Merit Task Force—Davison reported that the Task Force was meeting again on Thursday. Joyner wondered if the process was behind schedule. Davison observed that the proposal was due in May. He thought that such a major controversial issue must be kept on track. Ideally he would like to have the proposal to the faculty by the end of October. Casey observed that he has to report salary data to AAUP by the end of December. While that deadline should not drive the decision making process, it should be considered. Davison thought that if the faculty approved a merit system, it would take several months to implement. Joyner said that part of the difficulty stems from the turnover on the committee that has slowed its work. Davison felt that the Executive Committee should encourage the Task Force to bring the process to a conclusion because of the faculty mandate.

## V. New Business

### A. Academic Affairs

Curriculum Steering Committee—Davison has had conversation with Tom Cook and then with the entire committee. They are in position to propose a series of recommendations for curriculum change. They will recommend a pilot of a new vehicle to deliver the general education curriculum. It would consist of eight courses organized around a theme linked to learning outcomes. Joyner reported that the outcomes would cross curricular and co-curricular lines. The committee wants to begin the pilot next year so that they need an early decision. Cook plans to hold two colloquium to discuss the proposal. Brandon said that she has received the proposal from Cook to distribute to AAC. Davison wants to have the committee report as the first agenda item at Sept. 23<sup>rd</sup> faculty meeting. The faculty needs a reasonable amount of time to plan for next year. Harris wants written document as well for those who cannot attend. Levis suggested that because of the number of faculty at the workshop who seemed very supportive, it is not too much to think that the faculty could approve a pilot program for next year. Joyner felt that this group could pilot other new aspects of the curriculum. Duncan suggested that the committee could also pilot current students into the program to test how transfers would work. Brandon wondered about the role of ACC in looking at this proposal. Should they play the devil's advocate role? Joyner wondered if the curriculum committee will be presenting to AAC especially considering the number of new members on AAC. Casey questioned if the proposal was coming from AAC or the Curriculum Steering Committee. Davison felt that AAC should recommend that

faculty should approve the pilot to be presented by the Curriculum Steering Committee. Brandon should yield to Tom Cook to do the presentation but she should answer questions about AAC's reaction to the proposal. Harris felt that the pilot must have a strong assessment component. Joyner said that the pilot would have a selection process similar to that used by RCC to place students. Duncan wants to be certain that the group is representative to be a true test. Harris thought that a special invitation to the program with the right of refusal could then establish a random sample. Duncan expressed concern about those who opt out, but Davison reported that the committee already has a plan in place. Gunter wondered how long the pilot would last. Joyner thought it would be two or three years so we can have a good sense of how it works. Casey expressed concern about fact that other students would be doing a different path to fulfill the general education requirements which could cause a high rate of attrition. Joyner replied that the same problem existed with living/learning communities, but she felt that the faculty could evaluate the pilot very carefully, making reliable assessment quite possible.

VI. Adjournment –Davison said that he would continue with the other items of the agenda not yet discussed at the next meeting of the Executive Committee. The meeting was adjourned at 1:45 P.M.

Respectfully submitted,

Barry Levis  
Secretary