

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

9-29-2020

Minutes, Curriculum Committee Meeting, Tuesday, September 29, 2020

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: September 29, 2020

Location: WebEx room

Voting members:

- Martina Vidovic (Chair)
- Valerie Summet
- Brendaliz Santiago-Narvaez (secretary)
- Mark Heileman
- Caitlin Mohr
- Jana Mathews
- Gloria Cook
- Brian Mosby
- Sarah Parsloe
- Rochelle Elva
- Kyle Bennett

Non-voting members:

- Ashley Kistler
- Stephanie Henning
- Rob Sanders

Guests:

- Mae Fitchett
- Toni Holbrook
- Tiffany Griffin
- Steve Booker
- Gabriel Barreneche

Agenda

1. **Approve minutes from the August 18, 2020 meeting**
2. **Sub-committee reports** -Martina asked if subcommittees have met.
Motion to approve- Caitlin, Approved by raising hands by members present.
 - a. New course- No reports as subcommittees have not met.
 - b. Academic Appeals- Caitlin (*chat*)Appeals has their first meeting this Thursday. The meetings for the semester have been scheduled.
 - c. EC report - Adjustments to academic calendar- possibility of no Spring Break. Does the registration subcommittee want to look at it first or will we discuss as a group next time? Please look into what other schools are doing.
 - d. Registration
 - e. SGA – Kyle- SGA elections ended last week. Goal is to have committee formed for next Tuesday. Three students joining us next week.
 - f. Ashley K.- Update on Intercession- When it will be will depend on what happens with Spring Schedule. All Intercessions classes are virtual. With exception of RA and Alford, all will be tuition based. Charged the whole tuition.
3. **Old business**
4. **New business**
 - a. **Transfer Credits for Virtual Global Programs – Giselda Beaudin**
Giselda- Director of Global Initiatives- Proposal – Promote Virtual Global programs as an alternative to traditional study abroad during the time students cannot travel. Students participated in these this summer as Internships, also included courses with global content in a virtual space. Feedback was positive and we continue to promote these programs as add-ons during the semester. The issue is we ran into a hiccup as Rollins College policy does not allow them to

transfer credit back if they are enrolled in a full course load. We want to propose to adjust the policy to accommodate virtual global learning – 4 credits per semester.

Giselda- Answering a question from Mae in chat: Will simultaneous enrollment cause issues with Athletes or students with VISAS? We would cross check with those areas to make sure we would not cause students any issues or challenges.

Mark- I have a question for students that are currently enrolled in courses that have a travel component. Example ENV 353- Costa Rica, how does this change affect them? How do they accomplish their experience when travel is cancelled?

Giselda- we have been working with every department. Running a consistent policy. Making sure students are all being treated equitably. The practice currently is up in the air. Departments are still considering how they will respond. The alternative will be open for all students to graduate in 2021. Some departments have had independent assignments or are in discussion on what they want the alternative to look like. We made a decision to require an alternative instead of waiving the requirement if the experience is important for major.

Mae (chat) my other concern is that there is no financial aid support from fin aid b/c it is non-Rollins affiliated and this may cause other students to want to have concurrent enrollment at Valencia and other colleges.

Giselda- No, these are external add-ons. They can take the extra aid and apply to the cost of the program but you cannot apply financial aid to these programs. Some are quite inexpensive. They are not required, it is optional. Will this open the floodgates to transfer credits from other institution?

Sarah (chat) - Would these be eligible for something like a SHIP grant? any other scholarship options available to students?

Giselda- Yes, eligible for SHIP but no other scholarships

Martina- any questions or concerns? Do we want to vote on it?

Rochelle- I have a question. I'm wondering about carte Blanche acceptance of this global experience. Is there an element that they are requiring that would not be met by this virtual global experience ? Would it be an issue?

Giselda- at this point these are optional. To count for a major requirement they will need approval from the Department. This will work the same way and would not substitute global field experiences unless specific Dept. decide they want to do it because of COVID.

Gloria- *If we add this (referring to Giselda's explanation above) I would feel more comfortable in voting for this.*

Martina- *Should we have a cap of 8 for total of credits transferred?*

Giselda- *A maximum of 8 is reasonable.*

Martina- *asked for Giselda to show the document. Add the credit cap and Gloria's suggestion.*

"Student's may only transfer up to 4 credits per semester and a total of 8 credits. Departmental approval is required to use these credits to fulfill major and minor requirements."

Gloria- *For study abroad experiences, students must seek approval for these courses to fulfill major and minor requirements."*

Giselda typed **"Students must seek departmental approval for major and minor requirements."**

Stephanie- *Is this a permanent change or do we need to specify how long this will be allowed?*

Martina- *it is permanent.*

Kyle- *From the student perspective, I'm happy with this language.*

Jana- *The question about scholarships, to clarify, these programs are eligible for funding within your office?*

Giselda- *No. SHIP grants are the only current mechanism to get funding for these things.*

Gloria- *I have concerns over these courses being counted as an equivalent of the study abroad experience. Can we add that these only count as electives?*

Giselda- *We cannot do that, as Departments decide whether these will count etc...*

Martina- *Add "they need Departmental approval for major and minor requirements".*

Vote: Moved- Valerie; Kyle Second, passed by raising hands. Approved by committee.

b. **RFLA Course and Curriculum Committee – Ashley Kistler**

Ashley K. – *Last Spring before I took on my role as Assistant Dean there was an ongoing discussion (addressing faculty concerns about “power” over RFLA) regarding the RFLA curriculum. By having the Associate Dean approve all RFLA courses, the power of approving was centralized in the Associate Deans Office. Wanted to give faculty more control. When it was new RFLA there was an incredible burden in the approval process. We don’t have as many new course proposals as they once did. Want the Committee to vet changes to propose changes to curriculum, which would go to CC, then EC and then the full faculty for vote. It is an advisory group. 5 voting members would be enough. Chaired by Associate Dean of Academics- I would be a nonvoting member. Having someone as Janette (ex officio- Coordinator of Academic Support) for record keeping purposes/ institutional knowledge. I would favor if we vote to create this group for a trial 2-year period. Then we vote to either make it a to either make it permanent or not.*

Kyle- *language in proposal. From subcommittee to CC, to EC then faculty, What is the flow?*

Ashley- *We would bring to full CC for endorsement, then EC and then faculty. We would not need a subcommittee as the advisory group acts as a subcommittee itself.*

Kyle -*Will it go through new course committee. Will this also include competencies? Competencies are administered by department not covered by this committee, strictly RFLA.*

Ashley- *My intent to give power back to faculty in approving these courses.*

Sarah- *Would we want to have a representative from new course subcommittee on this RFLA committee to encourage consistency? (not sure if this would cause overwhelming workload for that person).*

Martina- *This would not be a subcommittee of CC, this would make CC larger. Calling it a subcommittee makes it confusing.*

Ashley- *Change language to advisory committee. Kyle noted- the name subcommittee implies it is a member of a committee.*

Rochelle- *Is it because it is specific to RFLA? Why is it separate from new course subcommittee? Is it because of workload?*

Ashley- *Yes, workload and the specifics of the RFLA big picture that these members would not be aware of.*

Martina- *This committee would not just deal with new courses. It would advise Ashley to introduce changes. This has additional responsibilities beyond what new course subcommittee is already dealing with.*

Gloria- *Concerns over having CC members on double duty.*

Martina- *These would be people that are not members of CC. Our committee would not serve on this advisory committee. This committee is endorsed by CC but would not be served by CC members.*

Gloria- *I would really like to serve on this community. I'm wondering about the workload from Ashley. Could you share information on meetings, expected workload, etc.*

Ashley- *The language makes it more clear (Kyle's suggestion- changing it to advisory group). These would be people appointed and approved by CC. CC will not fully staff it. Although if a CC member would like to participate they could. Meeting times are not included so that we are not limited to a specific meeting amount. I envision, meeting twice a semester.*

Sarah -(chat)***-*What might be some specific situations where this RFLA advisory committee would consult with members of the curriculum committee? Mechanisms for reporting back?*

Jana- *I'm in support of this.*

Ashley- *If we get this approved this fall, the committee can start working in Spring. This request for this committee (advisory group) is coming from the Faculty. I'm trying to respond to faculty feedback.*

Mark H.- *Membership must have taught 2 semesters... What is the rationale?*

Ashley- *Want faculty that are experienced in the program/ understand RFLA.*

Valerie- *5 people strikes (+ You and Jeanette)- that's seems like a large committee overall. I question whether divisional representation will be possible. Is that committee going to be unwieldy/ large? Seems strange to go from one person and go to 5. 5 voting members seems large to me, was there a reason other than divisional representation.*

Ashley- *I will be a non-voting member, truly leave it to the faculty.... the decision making.*

Valerie- *What if 5 people do not want to serve in this committee? Were spread pretty thin as faculty. We have a heavy load. What happens if this reduces down*

to less than 5 or just the Dean. Will we have enough participation/ bodies to make it viable?

Jana (chat)- Since this proposal expires in 2 years, we can always modify participant numbers etc... later as well....

Valerie-A lot of service currently is borne by pre tenured people. Global concern over pre-tenured faculty being asked to serve more and more committees.

Valerie- I propose an amendment to three voting members + Ashley and Jeanette.

Jana- Do we still have the RFLA Neighborhood Majors?

Ashley- no, funding was cut for this.

Gloria- I support what Valerie said. 5 being too big.

*Martina- Ashley will still attend to the CC meetings and report back. This is pertaining to Sarah's chat question***.*

Voting on amendment- Motion Valerie; Second- Kyle; voting by raising hands or chat- everyone in favor.

Voting on proposal- Motion- Jana; Second-Sarah; voting by raising hands / chat—everyone in favor.

c. Changes to MGT and INB Major Map

Mark H. present changes. -Dept. of Business proposes the change major map. Wed like to Institute a C minimum grade requirement for the only 200 -level that does not have it.

Stephanie- minimum grade, is it for prerequisite checking?

Mark H.. What is the case now?

Martina- It is 1:45 pm. We will table for next meeting.

Toni (chat)- It should be part of pre-req. checking.

5. Announcements

6. Adjourn

Notes taken by B. Santiago- Narvaez 09/29/20