

Rollins College

Rollins Scholarship Online

Faculty Affairs Committee Minutes

College of Liberal Arts Minutes and Reports

11-30-2021

Minutes, Faculty Affairs Committee Meeting, Tuesday, November 30, 2021

Faculty Affairs Committee

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Faculty Affairs Committee
Meeting Minutes
Meeting of November 30, 2021
12:30 – 1:45

Location: Annie Russell Theatre conference/green room

In attendance:

Faculty Affairs Committee members:

Business - David Caban (2020-2022)

Expressive Arts - Missy Barnes - (2020-2022)

Humanities - Todd French - (2021-2023)

Science and Mathematics - Sabrice Guerrier - (2021-2023)

Social Sciences - Stephanie Gonzalez Guittar - (2021-2023)

Social Sciences Applied - Leigh DeLorenzi - (2020-2022)

At large rep - Caitlyn Bennett (2021-2023)

At large rep - Hilary Cooperman (2021-2023)

At large rep – Hesham Mesbah (2021-2023)

I. Call to Order

II. Approval of Minutes from November 16th, 2021

- a. Motion to approve – Hilary
- b. Second – Stephanie
- c. All in favor; no abstentions; meeting minutes approved

III. New Business

- a) We have been charged with conducting research on the tenure and promotion process at our benchmark institutions in order to determine how we might better align with these institutions' policies and procedures. This is related to the CLA Bylaw that states "No candidate is tenured or promoted without the approval of a majority of the CEC."
 - a. Discussion for FAC to review publicly available by-laws and processes to compare Rollins to its benchmark institutions
 - i. Each FAC member will review 1-2 benchmark institutions and report back to FAC during early spring 2022

- b) Discussion of the process of tenure and promotion at Rollins – what is the charge of the FEC and how is their role defined?
 - a. Discussion of the current culture of the tenure and promotion process and how to make appropriate modifications to reviews so that candidates do not experience feedback that is solely focused on negative reviews or solely focused on positivity (i.e., shift to constructive feedback versus “abusive dialogue”)
 - i. Suggestion to ensure there is an alignment of tenure requirements with recommendations and changes that are provided during midcourse review; potential to create a formalized checklist or rubric for midcourse review to T&P so that there is transparency throughout the process
 - ii. FAC members will recommend guidelines for potential CEC and FEC rubrics for midcourse and T & P reviews
 - iii. Recommend procedural adjustments, including: (a) meeting of candidate and FEC liaison to talk about the goals of the observation; (b) increased transparency of the process; and (c) meeting between candidate and observer to review feedback
 - iv. Discussion of a current study that is being conducted (outside of Rollins) that is reviewing the T&P process at benchmark institutions
- c) Discussion of endowed chairs and potential creation of a rotation system
 - a. Missy discussed this item (i.e., item C) with Jana Matthews about how there is currently no language used to determine whether endowed chairs are in perpetuity or if they rotate
 - b. FAC engaged in discussion on creating specific language and increasing transparency about endowed chair positions
- d) Faculty are being asked to undertake more work, and we are simultaneously supporting students who are struggling more than ever. Discussion about how we balance our students’ increasing inability to keep up with course assignments and our expectations (along with the college’s expectations) as educators.
 - a. Discussion of how faculty successfully fulfill required roles while also having time and resources to support students who may be struggling
 - b. Potential ideas include faculty support groups or other support systems to help mitigate faculty burnout and stress; could include a specific, designated space for faculty to connect with colleagues
 - i. FAC wants to officially create gatherings for faculty on campus (i.e., Dave’s Boathouse or other campus spaces)– will bring to EC
 - c. Discussion about if there is a way to also modify interactions and discussions with students who are struggling (i.e., being more flexible in due dates versus more rigid ideologies of lateness/tardiness)
- e) Other new business
 - a. Missy recommended Josh Hammond for the Diane and Michael Maher Professorship of Distinguished Teaching scholarship position; FAC members expressed support of Missy’s recommendation

- b. Concerns regarding inequities between cabinet salaries and faculty salaries have been expressed to president, board, and trustees – this is an ongoing conversation
 - i. FAC will continue to recommend Susan Singer to join near future FAC meeting to allow for space to discuss salary concerns and low morale
- c. Discussion on how to formally organize to effectively express concerns related to salary for faculty; desire to take new measures to evoke conversation and potential change for faculty salary – Missy will bring topic to Jana Matthews
- d. Upcoming spring 2022 task is to create and pilot a new CIE review process
 - i. Karla will locate CIE whitepaper and send out to FAC to review to assist in process of creating new CIE (connected to FEC and CEC item) – will also review CIEs of benchmark institutions for comparison
- e. Upcoming spring 2022 task: to look at benchmark institutions regarding their procedures for whether newly hired tenured-faculty can bring in tenure from their previous institution

IV. Adjourn

- a. Motion to adjourn - Hilary
- b. Second - Caitlyn
- c. Meeting adjourned

Spring meeting dates (location TBD):

18-Jan 12:30pm

1-Feb 12:30pm

8-Feb 12:30pm

22-Feb 12:30pm

1-Mar 12:30pm

22-Mar 12:30pm

5-Apr 12:30pm

19-Apr 12:30pm