

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

10-6-2020

Minutes, Curriculum Committee Meeting, Tuesday, October 6, 2020

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: October 6, 2020

Location: WebEx room <https://rollins.webex.com/meet/mvidovic>

Voting members:

- Martina Vidovic (Chair)
- Valerie Summet
- Brendaliz Santiago-Narvaez (secretary)
- Mark Heileman
- Caitlin Mohr
- Gloria Cook
- Jana Mathews
- 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
- Leon Hayer
- Cameron Peterson
- Zoe Pearson
- Senal Hewage
- Janette Smith

Agenda

1. Approve minutes from the September 29, 2020 meeting

- a. Make some edits suggested by Mark H. and Rochelle Elva.
- b. Moved- Kyle; Second by Gloria - Approved by raising hands

2. Sub-committee reports

- a. New course- Brian- *Approved a few courses, field studies. We have to talk to Giselda about that. We met and started going through courses. These are courses for Summer or later on. They are the 5-year renewals for travel courses.*
- b. Academic Appeals- Valerie updated on appeals. *Discussion of appeals for delayed major declaration. They cannot declare until they take 2 courses in major map and also by junior year. Students are currently in their second course but won't be unblocked/ blocked for registration. We want to know whether or not that is worth for an appeal process or should be it dealt with differently. We had 4 of them. It was large enough "chunk" that we wanted to discuss, if there was a way to remove those.*
- c. EC report – No EC Report from Martina
- d. Registration- Gloria- *it's all about the Calendar.*
- e. SGA – Kyle- *We have three new students that are joining us. In addition to myself, chair of academic affairs. Cameron- Senior Econ Major Business Management Minor, Zoe -LGBTQ Advocacy Senator – BMB, Minor Global Health, Senal Hewage- Physics Major Econ Minor- All CLA students. We tried to get Holt students but could not get anyone.*

3. Old business

- a. Changes to MGT and INB Major Map

- b. Mark H. *I'll make it brief. Currently MGT major has a requirement of C or better in intro classes. 3/4 courses. We request it also apply to BUS245. Last time the question came up about whether or not this is strictly a major requirement or is it a prerequisite requirement. The intent was to be a prerequisite requirement. We can clear the issue by adding language. The proposal is for the final 200 level course in INB, and MGT major curriculum that C or better requirement be applied.*
- c. Kyle- *who does this affect? Students already in major? Students that got a D and it was passing?*
- d. Mark H- *it will affect every student intending taking 300 level course where the 200 level is a prerequisite.*
- e. Kyle- *this starts immediately, even if they already are a student?*
- f. Stephanie- *Only students who declared in a catalog prior (2017). The issues would be very minimal.*
- g. Leon- *We might just need to communicate very clearly with 3/2 students about dates.*
- h. Martina- *can we vote?*
- i. Mark. H- *I make the motion; Seconded by Valerie/ Sarah, Gloria*
- j. *Voted in favor by raising hands.*

4. New business

- a. Adjustments to the Spring Calendar
- b. Martina-*The options are to start the semester earlier or later or provide a few days free here and there. It might be good to have small breaks throughout. The whole idea is to stop everyone from traveling for Spring break, and not take a full week off. We need to decide today. Tomorrow Grant and Susan want to send a letter to Parents and students regarding Thanksgiving and end of semester etc.*
 - i. Gloria- *What is the directive from President or Provost... that we propose or recommend an option or present these option s(as in plural).*
 - ii. Martina- *NO- we need to take one option, send it to Paul to look at briefly. If you want we can rank them.*
 - iii. Gloria- *Between Option 1 and 2.... in Option 2 we are giving a little more time. We did not discuss Option 3.*
 - iv. Mark H- *I concur with Gloria that the benefits of Option 2 due to late ending for Fall term. Traditionally graduation is on Mother's Day, and Option 2 would be in alignment with tradition and also with Maymester*
 - v. Kyle- *Personally I'm in favor of Option 2. I spoke to executive council and they are in favor of Option 2. As we push back end of fall semester it gives students more time in between. It gives them more time with family. Pushing it to January 19th the bulk of travel happens in X-mas and New years. That is over 14 days.... to give students time to come home and self-isolate for 14 days and return to campus safely. Option 3 is my second choice. 5 days spread can create uncertainty. Adverse effect. This would incentives a longer weekend (5-day weekend).*
 - vi. Martina- *We have few classes on Fridays it would give them a longer weekend, also we do not have a strong attendance policy.*

- vii. Rochelle (chat)- *Option 2 also is more practical for faculty and students participating in the Winter Intersession.*
- viii. Ashley- *For years we've heard that faculty do not want graduation on Mother's Day. I would favor the first option because it honors this request.*
- ix. Rob- *Option 2 works well for Holt students as well.*
- x. Martina- *It will be a virtual graduation again. We are off the hook here. We can discuss this for the calendar of next year.*
- xi. Leon (chat)- *Has it been decided that graduation will be virtual again this year? Or is that based on current assumptions?*
- xii. Jana- *Question.... I want to put out there? Contender for Option 1, if we are concerned over student travel, then I think we need to ask what does it mean to open up for an extended period for Xmas/ thanks giving. There are benefits from not giving students a ton of time home.*
- xiii. Stephanie (chat)- *No decision that I am aware, just an assumption that graduation will be virtual*
- xiv. Valerie- *I asked people, what do you prefer. Everyone I talked to.... Mental health.... Option 1 because of the graduation issue. I think we should work on that issue for future calendars, even if it virtual this year. Faculty like the idea of a few days off, but there were concerns for logistics.*
- xv. Ashley (chat)- *I agree, Jana. That is a very good point.*
- xvi. Toni (chat)- *Not just student stamina, also faculty and staff stamina.*
- xvii. Jana (chat)- *A lot of students would like to start internships in early May as well. We could give our students a jump start on this job market by letting them out a week early*
- xviii. Caitlin (chat) -*If students were planning on returning home over break, they have likely already purchased their tickets and made plans.*
- xix. Jana (chat)-*I feel like the scattered few days off would create a culture of multiple Fox Days*
- xx. Valerie- *How do we approach the Holt option for Option 3?*
- xxi. Martina- *What are the concerns that led to Option 3? Stephanie?....*
- xxii. Stephanie- *Student affairs, no breaks at all. 15 weeks of class straight. To answer the Holt question, I met with Rob, the option for Holt would be no break at all. We cannot sprinkle free days. The other idea is to have Holt take a week of break regardless.*
- xxiii. Rob- *I thank Valerie from bringing the issue up? Missing one day... each class is a full week. We have alternatives but each one has issues. We have 138 cross-listed courses. We ran into this in Thanksgiving, faculty who are teaching in both schools never get those days off. This is important point to make. I am in favor for Options 1 and 2. Option 3 will not work logistically for Holt.*
- xxiv. Jana (chat)-*I understand there are financial implications in this proposal, but could we open campus for all residential students on January 4 so those not doing Intersession could quasi-quarantine before the Spring term starts?*

- xxv. Jana- *We are not hearing much support for Option 3, lets then Consider Option 1 and 2?*
- xxvi. Leon- *The question that comes up is campus burnout. I worry about this for our students and campus. Not having a breather.*
- xxvii. Kyle- *If we remove Option 3, I do think that mental health is a significant concern. Gives a reset and time to go through that. Every student I talk to prefers Option 2. They value the break and added extra time.*
- xxviii. Ashley (chat)- *I favor not having the random Fox Day lights. I prefer a model that doesn't have random days off and finding other ways to support students' mental health.*
- xxix. Zoe- *We saw the value, student and faculty get a reprieve and also faculty and staff. If that is not a possibility, I would be in favor of Option 2. Gives students time to decompress. I work for RES life- RAs, managers are worried by length of break. We have 2 weeks only. Not enough time to go home and then isolate. Having that extra time would be super helpful.*
- xxx. Leon (chat)- *I think Option 2 makes some of reopening logistics a bit easier. Staff will have reported back to work for a full week before students return.*
- xxxi. Jana- *How many students have done intercession? 2 weeks, and three weeks if you are not doing intercession?*
- xxxii. Stephanie- *We don't have a way to estimate, it is virtual. I can follow up with the numbers.*
- xxxiii. Ashley- *We have few proposals..... 200 students if all classes fill with tuition fee. It will not be a significant factor because it will be very small this year. Intersession is virtual so it shouldn't impact RAs (chat).*
- xxxiv. Rochelle-*She was talking about RAs not intercession.*
- xxxv. Stephanie- *Why would they have to return for intercession if it is virtual?*
- xxxvi. Leon- *We have international students, have flights, students with extenuating circumstances. We have not gotten info on whether or not we will open at this point.*
- xxxvii. Caitlin (chat)-*I'm concerned about retention if the students only have two weeks prior to school starting up again. I think the more break the students have between semester is ideal. The morale is very low and if the students find out tomorrow that there is no spring break, and they get a shorter winter break as well, we will see that many students may not return in the spring.*
- xxxviii. Kyle (chat)- *I agree 1000% with that Caitlin*
- xxxix. Sarah (chat)-*That's a great point, Caitlin.*
- xl. Senal- *There is a growing sense of antagonism against COVID 19 policy. Students express how the college is doing an "overkill with us wearing masks". This could harm retention, makes students (freshmen) more likely to retaliate, disrespect the rules. Less willing to work with the college. There should be a give or take. It will it help students adjust to new normal and prevent them from being frustrated.*

- xli. Gloria- *We want to present this to community “to give everyone a longer break between semesters”. Say we will do away with Spring break. I would consider Option 2, for safety of students and Mental Health.*
- xl. Martina- *Any support for Option 3? Can we vote to take it off the table?*
- xl. Valerie- *Do we have to? Everyone seems to support a later start and May 9th graduation. Makes sense to go with delayed start. I move we put that forward. We can debate rank order. **I move we put forward delayed start no spring break.....***
- xl. Martina- *No one is making a strong support for Option 1. Valerie, do you motion for Option 2.*
- xl. Kyle -*Seconded- to approve option 2 (chat. I seconded it.*
- xl. Martina- *Vote on Option 2- everyone is in favor for Option 2? Voting by raising of hands. Option 2 passes.*
- xl. Rob (chat)- *Option 2- were good for Holt.*
- xl. Kyle- *When will this be communicated?*
- xl. Martina- *Email will be sent to parents and students, they told me it will go out tomorrow. .. If not before the end of this week.*
 - l. Stephanie- *The only loose end with the calendar are the reading days.... if there is as a group we can decide, do we have reading days? If we add a reading day. Exams on Wends/ Thurs. we have Fri/ Sat/Sun reading day. Think about that. Feedback on how this may work?*
 - li. Gloria (chat)-*Monday is MLK day.*
 - lii. Stephanie- *We would have 69 days of instruction, Toni can we do this?*
 - lii. Toni- *We have had other terms where we have had 69 in class days....Steve?*
 - liv. Steve- *There have been exceptions... as long as there are 13 weeks we are ok . For financial aid purposes we will be fine.*
 - lv. Martina- *End on a Friday and have exams on that final week. Finals are from April 26- 30th.*
 - lvi. Stephanie- *I will modify schedule to make end of class- April 23 last day. Holt ends Monday April 26?*
 - lvii. Leon- *Last day of finals is April 30th for CLA? Can we hold graduation May 2nd?*
 - lviii. Ashley- *There's no way to get grades done in time, I don't think.*
 - lix. Toni- *Not enough time for grading, Leon.*
 - lx. Stephanie- *They will get more time this time than. In previous years...*
 - lxi. Kyle- *The Wednesday before commencement is May 5th*
 - lxii. Jana (chat) *Are we committed to having graduation on a weekend? Many colleges hold commencement during the week*
 - lxiii. Rob (chat)- *Would Holt exams also end on Friday, April 30th even though the last class is the previous Monday?*
 - lxiv. Stephanie- *Maymester is the same, and Holt summer....also the same.*
 - lxv. Ashley- *If graduation is virtual does it have to be on a weekend?*
 - lxvi. Toni-*You took out a week of break, Martina.*
 - lxvii. Jana- *Let’s circle back to what Leon and Ashley said about the opportunity to change the graduation.*

- lxxviii. Kyle- *Why not make it that Friday?*
- lxix. Stephanie-*Holt does not have a final exam week. Finals are administered the last week of class, in class.*
- lxx. Leon (chat)- *Since it is virtual---could we do CLA and Holt on the same day?*
- lxxi. Ashley (chat) -*But why can't we propose a weeknight/Friday night graduation if its virtual?*
- lxxii. Ashley (chat)-*Couldn't we have it a weeknight that following week though?*
- lxxiii. Toni (chat)- *Fri., May 7, might work. Stephanie, does that give you enough time for grades and honors calculations?*
- lxxiv. Martina- *What do we need to do to make the graduation happen?*
- lxxv. Stephanie- *There is complexity. videos speeches.... There are others that we do not know in advance.*
- lxxvi. Leon- *Students will likely still be moving out that weekend. May 2 was a bad idea of my end. Sorry!*
- lxxvii. Martina- *If Susan says that all graduations can happened the same time we can propose May 8th ?*
- lxxviii. Stephanie- *We can choose a weeknight.*
- lxxix. Valerie-*I think that's a great option.*
- lxxx. Ashley- *Wednesday night even.*
- lxxxi. Brenda- *We can start the change (as in changing the graduation tradition away from Mother's day) by moving the date.*
- lxxxii. Jana- *Can we turn this over to planning team. "Earliest day is _____, anytime between Wends, Tues, and Saturday is fine with us".*
- lxxxiii. Martina- *Stephanie was is the earliest day we can have graduation?*
- lxxxiv. Stephanie- *The earliest would be by Thurs/ Friday.*
- lxxxv. Ashley (chat)- *Friday seems reasonable then or Thursday night.*
- lxxxvi. Kyle- *I think Friday May 7th is the best option.*
- lxxxvii. Martina- *Say Friday or Saturday with a strong preference that IT IS NOT Sunday.*
- lxxxviii. Toni (chat)- *Reeves Scholars cannot be calculated until all grades are in and GPAs are calculated.*
- lxxxix. Martina- *We voted for Option 2, made small changes. I will explain to EC why we chose it.*
- i. **Announcements - coming up discussing attendance policy.**
 - ii. Sarah- *When will the modalities be announced?*
 - iii. Martina- *The options will be the same as this semester- October 23rd.? NO, ok Stephanie will respond.*
 - iv. Stephanie- *We will have link Oct 12- 14th. We need choices by October 23rd so that students and advisors have information.*
 - v. Jana- *There should be a firm definition of what the modality implies. To make it clear for students.*
 - vi. Kyle- *Motion to adjourn*
5. Adjourn- *Notes taken By B. Santiago*