

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

10-20-2020

Minutes, Curriculum Committee Meeting, Tuesday, October 20, 2020

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: October 20, 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
- ☒ Cameron Peterson
- ☒ Zoe Pearson
- ☒ Senal Hewage

Guests:

- ☒ Mae Fitchett
- ☐ Toni Holbrook
- ☐ Tiffany Griffin
- ☒ Steve Booker
- ☒ Gabriel Barreneche
- ☒ **Debra Wellman**

Agenda

1. Approve minutes from the October 13, 2020 meeting

- a. *Valerie*: Motion to approve
- b. *Brian*: Second
- c. *Minutes Passed*

2. Sub-committee reports

- a. New course
 - i. *Brian: We met yesterday and are continuing to review intersession courses to get ready for the schedule as soon as possible.*
- b. Academic Appeals
 - i. *Valerie: We met on Friday; routine appeals processing late adds and late drops.*
- c. EC report: *No Report*
- d. Registration
 - i. *Gloria: Subcommittee is preparing a proposal to revise the Rollins policy - accepting IB credit hours.*
- e. SGA
 - i. *Kyle: Health & Wellness task force representative. Wellness Center rep is graduating in the spring- Searching for an additional volunteer. Growing resentment among the student body about virtual Commencement.*
 - ii. *Martina: I will bring it up on Thursday with EC.*

3. New business

- a. Adjusting the Academic calendar for spring 2021 to accommodate Pathways students

- i. Debra: Brief outline of the Pathways. *They are a cohort from Orange County public schools*
 - *Courses are 5 weeks. Some exceptions, English (ten weeks). We need 15 weeks to get through the courses for Cohort 2. If we can start on Jan 5th for Cohort 2 (Tuesday) to finish by March 11th (Thursday). The following week is OC Spring break, which we promised them, and the third class started the following week. They would finish with the rest of the Rollins student body. Cohort 1 don't need this accommodation. They will be on the regular Holt schedule, so no need to adapt for them.*
- ii. Martina- *Didn't we do a similar adjustment in the fall?*
- iii. Debra- *Yes, and it worked perfectly with two weeks early. Thank you.*
- iv. Ashley (Chat)- *No one has spring break, right?*
- v. Debra- *When we signed the agreement with Orange County, we agreed to align the calendars and adjust our schedules so Pathway students would get spring break. Rollins doesn't have a spring break but OCPS does.*
- vi. Martina- *The main concern is, will they have enough time?*
- vii. Debra- *Yes, there are 15 weeks if we start two weeks early.*

Brian- Motion that we adapt the calendar to start Cohort 2 two weeks earlier.

Sarah- Second

Approved

4. Old business

- a. Academic calendar for 2021-2022 – Stephanie Henning
 - i. Martina- *We wanted to go with the calendar that was originally written but we wanted to move the graduation off of Mothers Day. Any other concerns or ideas since we tabled it last meeting?*
 - ii. Kyle- *I'm in favor of aligning the Holt and CLA calendar. The benefits outweigh the negatives and make it easier for both groups of students. It makes things more even across the board for cross-listed courses.*
 - iii. Stephanie: *I just think we're not in a position to delay approval of the calendar any longer this time around. The discussion of how to do fall break in a manner that works for CLA and Holt is worth further discussion. Maybe we put together a subcommittee to model what that might look like. The Holt spring break does align with OCPS spring break. They get the whole week off and that's really important and valuable time off that the Holt students appreciate. Maybe bring in some historians who remember what we already tried? There were conversations, and probably people that can recall them. Until we have really thought this through and can put forth a strong rationale supported by both CLA and Holt sides so that all stake holders have a chance to say and are in agreement. I would request that we move this calendar forward as it is now and have further discussion with a smaller group of people. On the heels of this calendar is going to be the 2022-23 calendar. If we get the calendar done sooner, maybe we can have more discussion.*

- iv. Rob- *I don't disagree with anything that Stephanie shared. I'm still in favor of having align them sooner rather than later. I'm very concerned about the faculty teaching in both Holt and CLA because they're teaching during fall break and thanksgiving break because they have two populations. The original version showed 70 days of contact for Holt, and 69 for CLA. The revised version shows 69 days of contact for CLA and 68 for Holt. At one point it was one day more, revised was one day less, so how significant would the impact be if we made that alignment?*
- v. Mark- *Original calendar shows CLA start date Tuesday January 11, and Holt on Jan 10th.*
- vi. Martina- *Yes, we usually have faculty day of scholarship in the spring. Because of that, CLA starts one day later.*
- vii. Mark- *It shows 70 class days for CLA and 70 class days for Holt. So, I don't know where we lost a day.*
- viii. Stephanie- *Holt classes end on Monday, May 2nd. I just have to go back and recount the days on the calendar, day by day. It could be that changes were made when we modified it.*
- ix. Mark- *Nevertheless, for CLA Tuesday Jan 11 and Holt is Jan 10th.*
- x. Martina- *so we're not losing anything for Holt.*
- xi. Mark- *I don't think so. I agree with Rob. I teach in both departments as well and it is difficult.*
- xii. Martina- *The biggest argument was made to give Holt the Thanksgiving break because of aligning it with OCPS.*
- xiii. Kyle- *But even now, it won't be aligned because OCPS has the entire week and Holt doesn't get the entire week as is.*
- xiv. Martina- *I don't understand that argument because the CLA faculty deals with the same thing. The kids are off and we are teaching. There are camps. We can go forward with the calendar right now but schedule meetings on how to go forward.*
- xv. Sarah- *just to clarify, if we were to change it, we would give Holt the October break and then shorten their Thanksgiving break. What would we be changing it to?*
- xvi. Martina- *yes, that would be the change. The only other concern is the classes that would meet on Mondays. Those are the classes that would lose a whole week.*
- xvii. Stephanie- *When Holt loses Monday, it loses the whole week. If we give up one thing, we pick up a new challenge to solve. I'd like further conversation, to talk to more faculty, and get more feedback from the Holt students. I don't want to take something away from the Holt students without consultation. I work with Holt advisors very closely so they have a ton of history about Holt and when I mention potential change, I get feedback that Holt students really appreciate the Thanksgiving break.*
- xviii. Ashley (Chat) - *I agree with Stephanie that we need the calendar approved ASAP*
- xix. Mae (Chat) - *Deb Wellman's cohort layout dates appear to align with spring 2021 OCPS spring break*

- xx. Sarah- *just a question for that conversation. If we lose a Monday, is it possible to tack on an additional Monday?*
- xxi. Martina- *I think this would work if it were a pure holt class but it creates a problem for cross-listed courses.*
- xxii. Zoe- *Has there been conversation with students on this topic about child-care issues, etc? Do they want to be included on this discussion?*
- xxiii. Rob- *We haven't had a conversation with students or Holt faculty yet. I'm not opposed to looking into this further. My perspective is that we ought to have a Rollins calendar with start dates and end dates. Maybe the best course forward is Stephanie's suggestion of bringing the issue forward with a small group. It seems to be a strange, unsustainable model to be operating on different schedules.*
- xxiv. Martina- *we usually approve the calendar in the spring for the following year, right?*
- xxv. Stephanie- *I think we should do it in the fall so it gives us time. I have a calendar draft that I can have available unless you want to assign it to a subcommittee before we get together.*
- xxvi. Jana (chat) – *We used to be two years out.*
- xxvii. Martina- *Maybe we can look at the calendar and see what are some potential issues and have discussions at divisional meetings before we bring it back.*
- xxviii. Stephanie: *(In response to Jana) We could do two years ahead. At my prior institution, we approved three years ahead for planning purposes.*
- xxix. Jana- *Suggestion that have the calendar discussion in a google doc for efficiency, and feedback. It would be great to have the two year model out as soon as possible.*
- xxx. Martina- *Great idea, we can use that to combine ideas and revisit the calendar a few weeks out. I will convey that we want graduation dates moved.*

Jana- Motion to approve the calendar with the suggestion that the graduation date issue is brought to EC.

Valerie- Second.

Passed.

New Business:

- b. Attendance for religious observances and college related business – Martina Vidovic/Gabriel Barreneche
 - i. Gabriel- *The genesis of this came forth by the religious students feeling that they were being treated unfairly in terms of attendance policies. The catalog has them fused together so we would have to pull them apart. The question is what happens to college related business in the meantime but given the Sandspur article that came out about perceived anti-Semitism on the campus, I would love to see some closure. So if we took out everywhere it said college business, and have it specifically apply only to religious holidays.*

- ii. Mae (Chat): *Some colleges have a religious observance calendar that is managed by the religious affairs office in collaboration with HR and Provost and is updated in accordance with Jewish and Muslim holidays*
- iii. Sarah (Chat): *This is a great idea, Mae.*
- iv. Zoe (Chat) *Mae, that's a great idea, it removes some of the burden off of students and makes them feel less singled out*
- v. Mae (Chat) *such a calendar could be posted on HR and Registrar's website....just a thought.*
- vi. Ashley (Chat): *Yes, I think we should pursue that calendar. It would be helpful and much more inclusive.*
- vii. Zoe (Chat): *Could CICI or the Rev's office be responsible for curating that?*
- viii. Kyle: *I'm concerned about "obtain an approval" which defeats the purpose.*
- ix. Martina: *We added it last time because college sanctioned events and religious holidays were put together so we will delete that section.*
- x. Rochelle: *The opening sentence is a bit adversarial in the way it's expressed considering it's in the syllabus for students. I wonder if it might read "All faculty shall"*
- xi. Martina: *This goes into the college catalog but you don't have to have an attendance policy, right Gabriel?*
- xii. Gabriel: *This is the only thing in the catalog that talks about attendance policy but in order to avoid issues with students, faculty should have an attendance policy. It's good practice, even if you don't have one, to write it in your syllabus. I'm not sure that the faculty would like "shall" as it sounds like a decree from our administration. What I envision is that the faculty might get hung up on the verbiage of "thou shalt" and it might not pass. I would argue keeping this as close to what we have in the catalog currently.*
- xiii. Martina: *In the last faculty meeting, this was not the controversial part. It was more about the college sanctioned business.*
- xiv. Mark: *So the biggest difference with proposed policy and current policy is that students notify instructor as soon as they are aware. In many ways, this doesn't address any of the issues brought up in the Sandspur opinion piece. I don't know that any policy would. I'm not opposed to the changes we're making though.*
- xv. Gabriel: *What we made explicit was that students' grades can't be lowered. Faculty can't penalize the student for observing the religious holiday. We have to separate out the college sanctioned events and give the faculty a chance to vote. It doesn't resolve all issues but they did identify the lack of attendance policy for religious holidays. That is something that we can control.*
- xvi. Zoe: *I published the interview article. There was an incident that she mentioned where she requested Yum Kippur off and was told that she wasn't allowed to have it. The piece doesn't cover everything but I'm glad that this is being pushed through. We do have students with intersecting*

identities like students with mixed households of faith so they may have several holidays that they observe.

- xvii. Martina: *I think the list might be helpful because in the fall, there are a lot of Jewish holidays. I think it could help faculty when they're building syllabi to avoid placing an exam on those days. I could see how this would be helpful to faculty but not just to monitor which days students would be absent.*
- xviii. Sarah: *That's why I think our earlier conversation about having a calendar of religious holidays and regularly sending it out with syllabi statements, so that even if we don't have a list of students observing the holidays, professors are aware of when holidays fall.*
- xix. Martina: *It's a good reminder to keep this policy in mind.*
- xx. Gabriel: *The honor code covers students lying about observing a holiday as well.*
- xxi. Mae (Chat) : *so does this leave open the possibility of a student observing any or all religious holidays? who decides what's legit?*
- xxii. Sarah (Chat) : *I think that we need to trust the student here to avoid perceptions of bias/singling out religious students--ultimately, students who take "fake" religious holidays will suffer in terms of their grades*
- xxiii. Sarah(Chat) : *I think Zoe published the other article (not opinion piece)--perhaps has some insight?*
- xxiv. Mae(Chat) : *we might add honor pledge to absence requests*
- xxv. Zoe(Chat) : *Students from mixed households of faith so they may have more than one who they are observing for it.*
- xxvi. Martina (Chat) : *I could see where a list would be helpful.*
- xxvii. Sarah (Chat) *A list of holidays and their dates sent out to the faculty at the beginning of the semester would be helpful for planning.*
- xxviii. Mae (Chat): *Take a look at Davidson <https://www.davidson.edu/offices-and-services/religious-and-spiritual-life/religious-observance-calendar>*
- xxix. Jana(Chat) : *I like Mae's idea of adding religious observances to Honor Code*
- xxx. Brian: (Chat) *What is the religious observance policy for faculty and staff?*
- xxxi. Jana: *In my experience, students who are looking to get out of class aren't savvy enough to claim them as a religious observance. If abuse is a concern, we might ask faculty to note instances so we can assess how "big" of an issue it is...or determine if it is one at all.*
- xxxii. Gabriel: *Moving forward, I would say that we take this to EC and tell them a new format is being drafted.*

Gloria: Motion to approve

Jana: Second

Motion Passed.

Sarah- *Quick question- I think that a calendar may be really valuable so what are the next steps for this?*

Gabriel- *That's not really in the purview of CC but I recommend it going through Rev Jenkins and on syllabi statements.*

Zoe- *SGA could also look into this.*

5. Announcements

- a. *Martina: Faculty is requesting that we come up with some examples of events that can be excused. They didn't like "college sanctioned events" and wanted to go back to "college business." I started this list and I can share that so that we can get started. We should propose a list and circulate with faculty before we present the policy.*
- b. *Gabriel: Another mechanism would be to hold a forum on a Friday afternoon to give people the opportunity to voice and have dialogue.*
- c. *Kyle- Registration question about the process this semester.*
- d. *Stephanie: Registration by their last name in different groups. There's been a change in priorities with the first year AMP students. They will register with the athletes after the juniors. I've heard a lot of frustration that first AMP students get to register prior to the juniors. I think they need priority but the first years will be registered with athletes. I've talked to Trace – Gabriel gives a thumbs up.*
- e. *Gabe (Chat) – Make sure to consult with Joan Davison.*

6. Adjourn

Motion: Gloria