

4-22-2008

Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, April 22, 2008

Arts & Sciences Professional Standards Committee

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Recommended Citation

Arts & Sciences Professional Standards Committee, "Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, April 22, 2008" (2008). *Professional Standards Committee Minutes*. Paper 88.
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Professional Standards Committee
Approved Minutes from April 22, 2008
12:30 p.m. CSS 249

Next meeting: to be determined.

The meeting was convened at 12:30 p.m. in CSS 249 by Wendy Brandon. Other faculty members present were: Mario D'Amato, Anca Voicu, Julie Carrington, Fiona Harper, Alicia Homrich, Alberto Prieto-Calixto, and Susan Libby. Dean Laurie Joyner and new members on next year's committee, Elton Graugnard, Dana Hargrove, and Emily Russell were also present.

1. Agenda is attached.
2. New members were introduced. They are Elton Graugnard, Physics; Dana Hargrove, Fine Arts; and Emily Russell, English.
3. Old Business
 - I. Minutes from March 22, 2007 were approved.
 - II. Dean Joyner announced that she has received some feedback on the new AFAR but has not yet put it all together.
 - III. We considered the PSC role in the equity and unrewarded past merit issue. There are representatives from the standing committees on the committee considering the issue and Dean Joyner summarized the procedure currently being followed. They are using CUPA data to compare us with peer and aspirant groups. They consider each person who seems to have fallen behind to make sure that apparent problems really are problems. People might appear to fall behind by choosing to stay at the associate level, for example. The committee requests scatterplots to find outliers, which seem to be joint appointments with Crummer. They are also looking for anomalies with respect to gender, but so far, they have not seen any. Those behind will be asked to complete a revised AFARs representing work over the last three years. Dean Joyner hopes that the distributions can be made quickly but also fairly and transparently. Once the decisions are made, they will be presented to the faculty. M. D'Amato wondered how much of the merit pool is involved and how many people will be eligible. Dean Joyner said that the amount is up to half but it is not yet known how many faculty will be involved. She suggested that there will probably be fewer than were originally anticipated. F. Harper suggested looking at ways to encourage associate professors to move up. Dean Joyner said that the distribution is bimodal; some people apply immediately when eligible and others wait forever! A. Homrich suggested surveying faculty to find out what the problem is. W. Brandon said we should add this issue to our next year's agenda. J. Carrington asked about the future of merit pay as opposed to cost of living increases. Dean Joyner said there will always be part of the pie for across the board increases and she hopes faculty will have a say in how the pie is divided.

- IV. Dean Joyner asked whether sabbaticals should be considered an entitlement. M. D'Amato thought that faculty usually consider a semester sabbatical to be an entitlement but not a full year. J. Carrington wondered why that would be since it is usually easier for departments to cover a full year than a half year. S. Libby suggested that evaluations should be done after sabbaticals rather than before, under the assumption that faculty will be able to accomplish projects during a sabbatical that they would not normally have time for.
- V. The Family Leave Policy has been submitted. F. Harper met with Maria Martinez and Don Peterson in Human Resources. They were concerned about faculty's individual arrangements. Dean Joyner said that it is sometimes difficult to quantify the parts of a faculty member's job. W. Brandon said that female faculty should not have to use their course releases, etc. for family leave. Dean Joyner responded that they should be able to combine benefits if they choose. The policy now goes to Finance and Service, to the Executive Committee, then to Budget and Planning. Administration is in favor of the plan so it should go well.
- VI. A recommendation for a CIE tutorial was submitted to the Dean and Provost. W. Brandon says that the Executive Committee and the Dean approved but she has not yet heard from the Provost. A. Homrich suggested she write to Provost Casey requesting support.
- VII. We considered a draft policy on CIE access and how it could be implemented. W. Brandon listed some issues such as chairs being unable to easily access data, the opportunity to fabricate or omit data, the difficulty of monitoring adjuncts, etc. We agreed that oversight is needed. A. Prieto-Calixto wondered if anyone has considering going back to the paper forms.
- 4. New business
 - I. S. Libby will chair the PSC next year.
 - II. Some of the committee responsibilities were assigned:
 - i. Grant proposal announcements and review – E. Graugnard
 - ii. Recording minutes – J. Carrington
 - iii. Bylaw rewrites and floor monitoring – F. Harper
 - iv. Monitoring Family Leave Policy – F. Harper
 - v. Creation of Merit Appeals Committee – D. Hargrove and S. Libby
 - vi. Task force for creating a classroom visitation program – A. Prieto-Calixto, A. Voicu, and E. Russell.
 - vii. End-of-year report for 2007-2008 – J. Carrington
 - viii. CIE issues and tutorial monitoring – S. Libby
 - III. Other issues for PSC include the promotion without tenure policy, means for encouraging faculty to apply for promotion, and a sabbatical policy.
- 5. The meeting was adjourned at 1:45 p.m. The next meeting will be determined when we reconvene in the fall.

Respectfully submitted by Julie Carrington.