

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

12-1-2020

Minutes, Curriculum Committee Meeting, Tuesday, December 1, 2020

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: December 1, 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
- ☒ Janette Smith

Agenda

1. Approve minutes from the November 24, 2020 meeting

Motion to approve minutes- Kyle- Motion; Second- Mark- in favor – Raise hands- Minutes passed.

2. Sub-committee reports- we did not have any sub

- a. New course
- b. Academic Appeals
- c. EC report
- d. Registration
- e. SGA

3. Old business

- a. Adjusting spring calendar to include mental health days – Ashley Kistler
 - i. *Ashley*- We had trouble with agreeing how to build breaks into Spring. Jana and Sarah ran ideas through student life committee meeting. The ideas we proposed were just not going to work. I reflected back to Gloria's idea to add back days to calendar, without changing the date of graduation. If CC approves, this would it be acceptable, and they said yes (Susan and Grant). What I am proposing is to end last day of class. Originally, we had April 23rd as the last day of class with Sat/ Sun reading days and April 26, 27 and April 29, 30th for finals. We can add these two days if we use April 26- 27th and end the semester on the Tuesday. Still have April 28th as reading day with finals on 29 and 30th. I spoke to Stephanie and we will have enough time to submit grades for graduating seniors. This allows us to have to single day breaks. We can choose when those will be. This will allow us to achieve those mental health days without compromising the days of instruction.

- ii. **Martina-** This will shift exams for Holt?
- iii. **Ashley-** The last day of instruction was April 26th which will add one more day of instruction for Holt.
- iv. **Martina-** Because we have to account for Holt these days off have to be Monday or Tues?
- v. **Ashley-** No, one will definitely be a Tuesday.
- vi. **Mark-** That Monday at the end for Holt is because of MLK day so it is not adding an additional Holt class. I think it is a good idea by moving finals out, but the issue is if there is a Tuesday/ Wednesday off we will be reducing that Holt class by one week, and adding an additional class to those that meet on Wednesday. It will have to be a Mon/ Tuesday off.
- vii. **Ashley-** You are right we will have to be Monday or Tuesday off but they will not be consecutive.
- viii. **Mark –** I endorse this idea as long as we make it work for Holt. If we make it Mon/ Tues sometime during the term.
- ix. **Jana-** I'm in favor of it.
- x. **Stephanie-** If we did a Friday at Holt instead of Monday. We don't have Holt classes that meet on Friday. I'll let Toni chime in if we have to make it up. I propose one day a Tuesday and one that is a Friday.
- xi. **Toni-** No Friday classes that compromise the hours of instruction?
- xii. **Stephanie-** I propose this idea without looking at the schedule that closely
- xiii. **Toni –** If we are not compromising our number of weeks for Holt. Let's ask Steve to weigh in.
- xiv. **Steve-** As long as it is made up then there is not issue. Financial aid is fine.
- xv. **Martina-** Are we looking at Tues/ Friday?
- xvi. **Mark-** There are a few classes on Fridays....
- xvii. **Stephanie-** These are CLA classes, teaching internships etc.....
- xviii. **Toni.** Internships... They will still have to meet these hours correct?
- xix. **Martina-** Should we pick dates that match with Spring break (original) so that faculty will likely have kids at home.
- xx. **Ashley-** I'd like to hear from students, for students to weigh in.
- xxi. **Senal-** I don't know how much of a mental health break one day off will be. Fox day is fun day to do stuff. I think if we can't do the two days together I don't know that I have much of an opinion. Like Thanksgiving, it was a nice break. That is not an option for Spring.
- xxii. **Zoe-** Having the one day is important. We are programmed with the expected break. Putting one in between midterms and final season would be good. We still have reading days correct?
- xxiii. **Rob-** I appreciate everyone keeping Holt in mind and will defer to those of you directly impacted to recommend the best way to make this work.
- xxiv. **Ashley-** We still have reading days they have just been redistributed.
- xxv. **Jana-** I don't know if we are overthinking or not. What if we put one at 5 week point and 10-week point. That feels as fair as anyone can get.
- xxvi. **Martina-** Let's pick two dates.
- xxvii. **Jana-** Can't we leave it to Ashley for the selection of dates?
- xxviii. **Martina-** We have to pick dates because we need to approve it.

- xxix. **Ashley (chat)-** Tuesday February 23 and Friday March 26?
- xxx. **Martina (chat)-** Wouldn't 5th week be the week of Feb 15?
- xxxi. **Ashley (chat)-** I put the day during the 6th week since the first week isn't a full week
- xxxii. **Tiffany (chat)-** I would recommend the second date be during the original spring break, March 26th would interfere with academic/career planning weeks and registration.
- xxxiii. **Ashley (chat)-** Friday, February 19 and Tuesday March 16
- xxxiv. **Ashley (chat)-** Tuesday, February 16 and Friday, March 19
- xxxv. **Martina-** Do any of these proposed dates work?
- xxxvi. **Tiffany -**Pick the second date where the original spring break was.
- xxxvii. **Ashley-** Friday, February 19 and Tuesday March 16 or Tuesday, February 16 and Friday, March 19
- xxxviii. **Kyle-** I prefer the first option.
- xxxix. **Martina-** February 19 and Tuesday March 16; Any objections? Can we vote. In favor- raise your hand. Raising of hands to approve.
- xl. **Martina-** February 19 and Tuesday March 16. Now we vote on amended calendar
- xli. **Martina-** We need a motion to amend calendar.
- xl. **Mark, Second-** Sarah, in favor- Raise hands
- xliii. **Martina-** We will cancel CC for next Tuesday.

4. New business

- a. Holt Policy regarding academic progress – Rob Sanders
 - i. **Rob-** When we reviewed some of our policies one issue that has come from time to time is that we have a warning, a probation, and a dismissal. We were missing the step of how suspending a student would be granted a probation to come back and continue their studies. CLA had that policy already. It incorporates suspension and makes a dismissal a true dismissal with little chance for the students to come back. We wanted to give student to get some coursework in before we would implement a suspension. Doesn't kick in until they completed 12 hours.
 - ii. **Stephanie-** I have a question, 12 hours or more...do you mean attempted or earned?
 - iii. **Rob** – The student is full time takes 12 hours. They can be suspended. We would give the students an opportunity to attempt the 12 hours. At the end of that time they would be subject to this.
 - iv. **Toni (chat)-** Credits earned at Holt as I recall ...
 - v. **Stephanie-** The paragraph titled academic probation.... I think we need the sentence but I don't know if it goes under academic probation.
 - vi. **Brian-** How does a student get out of probation? Have we considered of how they might get off probation if they are taking unequal amounts of credits hours? Do they get three semesters then?
 - vii. **Rob-** I am aware of this situation and it will take them longer to get out of probation. The policy here is more accommodating to part time students.

In my previous institution they only had one semester. Yes, they will have multiple attempts, if it happens a third time they are suspended.

- viii. **Tiffany-** That policy is to get off probation, you get back, happens a few times at that point you have lots of opportunities, after that we go ahead with the suspension. Repeat offenders. We had one person whose parents threatened to sue the college for being negligent in letting the students get by with academic probation so much because they were getting to graduation without the 2.0.
- ix. **Janette-** Do they get support while on AP?
- x. **Martina-** Any other questions? Can we table it so that you can fix the wording? and then we can just pass it when its final?
- xi. **Rob-** Yes, that is fine.
- b. Holt Fast track policy – Rob Sanders
 - i. **Martina-** New policy for HOLT
 - ii. **Rob-** Started with basis of Crummer with 3-2 program, with a 4-1 (modeled like a 4-1). A student would enroll at Rollins, they complete their 140-hour program in 4 years and then transition to graduate program that will take them 1-1/2 up to 2 years. In senior year, they can take graduate coursework. The coursework will be double counted for general electives for undergraduate degree and also graduate program. We are calling it the “Fast Track”. It would show in transcript. We want to implement it as an opportunity to increase enrollment. Also, really this is a way to retain our stellar students. Tie in professional program with CLA undergraduate training. They can double count for up to 18 hours. Some graduate programs have courses that are worth 3 credits instead of 4. We set it to be 3.0 Cumulative GPA. We can market it to high school students, to say this is something you can think about later. Also, freshmen and Sophomores. We’ve had experience doing this in previous institutions.
 - iii. **Jana-** Thank you Rob. How does this plan intersect with the existing undergraduate program you have for Holt and CLA? Will 3-2 be open to Holt? What is the financial implication? And how does this work for struggling Holt undergraduate programs?
 - iv. **Rob-** One of our measures is to see an increase in number of CLA students we retain. Holt students will pay the undergraduate rate. This program works for the purpose of retention. This is how we would implement it. It will be interesting... if students take graduate Holt courses instead of undergraduate class, it could cannibalize that program. We will have to monitor this. This will not impact enrollment for any majors, only electives so it will minimize low enrolled programs.
 - v. **Mae (chat)-** Rob, from what I've seen with the 3/2 prog w/ Crummer, the tuition cost issue is important for those on scholarship they don't want to reach 140 credits before they get 2 semesters of grad courses done. Would CLA seniors be okay to get their entire senior year in Holt grad courses...I've seen that financial aid ends for undergrad in 3/2 when they reach 140 credits.

- vi. **Kyle-** Holt charges by credit hour. How will that affect students with Scholarship?
- vii. **Rob-** I can't speak to every scholarship. An undergraduate student is still an undergraduate student even if they are taking graduate level courses. These students will be enrolled fulltime. Even if half is at the graduate level it is still a Rollins enrollment. I have never seen a student lose a scholarship because of that.
- viii. **Steve-** Just like 3-2 federal aid is the same and Holt scholarship would still be the same.
 - i. **Mae (chat)-** Steve, can they keep undergrad status after reaching 140 credits while in Holt grad prog?
 - ii. **Rob-** Mae it may depend on the program. Students don't have to take all 18 hours. Some students will only take one course. But the longer it is marketed out the higher the chance students take advantage of this fully.
 - iii. **Rob-** My concern is we want to make sure that undergraduates are far enough along that they are ready for graduate level coursework.
 - iv. **Rob-** Steve said this but the 3-2 program is a different kind of model, how they progress, how they declare etc. it's a model that doesn't work as well for Holt because of the nature of Holt students.
 - v. **Steve-** Mae, yes. The Crummer issue is different because of the way their courses count towards the degree. We can talk offline if you want to discuss further.
 - vi. **Martina-** Do you have a question?
 - vii. **Tiffany-** I think there will be a great demand. I am concerned over how this will be implemented, as 3-2 students need to enroll first, they need specific advising, have done their general education to be ready for it. We should think about the resources and what needs to be set in place for this to be successful. Is this only for specific graduate programs? If we are just about double counting curriculum, I would add at least general education is completed to this.
 - viii. **Rob-** You are right. My experience before when I piloted a similar program started with 12, within 2 years we had 250 students. Piloting, it doesn't require the same level of management. With this they can progress like they normally would. The hardest part is admissions. I'm already talking to them. Our question about counseling- they are not participating, because they have far more applications. Other programs are participating. For each one they outlined what courses they would take to stay on track. Make up advising guide. My only concern over Gen Ed piece (referring to Tiffany's suggestion). Student that come to Holt bring in credits, there are enough students that are still fulfilling Gen Eds to towards the end, I don't want to put too many barriers to participate for this just because they are missing Gen Eds.
 - ix. **Stephanie-** I support what Rob is saying here. They are concurrently enrolled in undergrad and graduate courses.
 - x. **Mae-** I'm concerned over concurrent enrollment, how will that work for semester scheduling midterms, finals, living on campus.

- xi. **Rob**- Another reason why having the two distinct schedules do not work in our favor on a number of levels. We allow CLA students to take a Holt class and vice versa. We already have this going on. This is no different. If they are a *Fast Track* student- they need to keep up with their coursework, that's is something you should accept as a responsibility.
- xii. **Mae (chat)**- CLA students will want to go on break with their peers, as well as get their Fox day in....
- xiii. **Martina**- I'm going to table it and we should have that in the proposal. I'll have them reach out to you individually- Mae and Tiffany.
- xiv. **Rob** – My understanding is that it does not necessitate the kind of management because it is entirely different from 3-2 program model. I will push back on putting too much in there.
- xv. **Martina**- Let's think about it, until next time.

5. Announcements

6. Adjourn

Minutes taken by B. Santiago-Narvaez