

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

12-15-2020

Minutes, Curriculum Committee Meeting, Tuesday, December 15, 2020

Curriculum Committee

Follow this and additional works at: https://scholarship.rollins.edu/as_cc

Curriculum Committee Meeting Agenda

Date: December 15, 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
- ☒ Giselda Beaudin
- ☒ Janette Smith

Agenda

1. Approve minutes from the December 1, 2020 meeting

- a. Approval of minutes by Gloria, seconded by Sarah P ; *approved by raising of hands.*
- b. **Minutes Passed**

2. Sub-committee reports

- a. New course
 - i. *Brian-* We approved courses, global health minor change- Bring it up for next semester.
- b. Academic Appeals
 - i. *Valerie-* I will defer to Caitlin, I missed the meeting. Nothing to report.
- c. EC report
 - i. *Martina-* Nothing from EC.
- d. Registration
 - i. *Gloria-* We have an IB policy request for Department Chairs (Martina shared the IB policy request on screen).
 - ii. *Martina-* Can we push this deadline further? February 1st seems early, Departments will be busy with Annual Reviews Midcourse and scheduling.
 - iii. *Stephanie-* I'm ok with Feb. 15th. This will not be implemented until Fall 2022. We can suggest Feb 1st as a preferred deadline?
 - iv. *Martina-* Friday Feb. 5th ? Everyone is doing scheduling at this time. Do you want me to send this to Dept. Chairs? Any other changes?
- e. SGA
 - i. *Kyle-* I will bring forward a few things in the Spring semester. I know SGA has the continued interest in registration priorities. Do we change it

or do we keep it the same? We would like to have this conversation with the committee.

- ii. *Gloria*- We have touched on it, but there is nothing substantial for us to report with you at this time.
- iii. *Stephanie*- I would love that. We do have some good ideas, we just need to find a breather from COVID and other things to bring these ideas forward.

3. Old business

a. Holt Policy regarding academic progress – Rob Sanders

- i. *Martina*- We tabled this because there were minor mistakes. Any further questions or concerns before we vote on it?
- ii. *Rochelle*- I have a question about the Table on that one. The bottom cell says if the term GPA is above 1.5 overall GPA 2.0 – Good standing... I'm wondering if it should say good standing there? Should there be a warning instead of good standing if the GPA is 1.5 ?
- iii. *Rob*- I think it refers to cumulative GPA that should be 2.0 or higher since that is still good standing. This is based of policy from CLA.
- iv. *Rochelle*- Someone would still reach out?
- v. *Rob*- Yes, I would hope so. We can set those up in EAB.
- vi. *Rochelle*- I get 1.5 in the semester, vs. 2.0 overall. I'm concerned over having that as good standing.
- vii. *Rob*- I pulled up the CLA catalogue- This is verbatim from CLA catalogue.
- viii. *Stephanie*- I agree with Rob and Rochelle. In my previous institution anytime, term GPA was below 1.5, even when cumulative was 2.0 (or above it) resulted in a letter from the institution. We don't do that. We need to make sure we reach out to student with a term GPA that is low ,even when cumulative is still in good standing.
- ix. *Stephanie*- I'm talking about students who have consecutive terms. Below 2.0 but still have overall GPA above 2.0.
- x. *Rob*- This has happened when something occurs in their life. I think this is a great question. Suggestion of getting together with Gabriel makes sense.
- xi. *Stephanie*- I don't want to side rail this conversation, I'm very much in support of it. This is for a future conversation
- xii. *Martina*- Motion to approve? Sarah; Second- Brian , in favor- raising hands-**Policy Passes**.

b. Holt Fast track policy – Rob Sanders

- i. *Martina*- Last time we tabled this because we had a discussion regarding the policy. Two questions- Implementation and scheduling.
- ii. *Mark H*- I see that to apply to this program and undergraduate must have 3.0 cumulative GPA. Is there a minimum grade requirement maintained in the program?
- iii. *Rob*- The way we addressed it once students are in program they have to remain in good standing. Minimum GPA does not align with good

standing. It was away to set the bar higher, this program was not open to every undergraduate student, but rather to students that were more exceptional. Some other places admission GPA to 3.7 and 3.8 trying to retain high- achieving students. For the program we wanted the opportunity for good students as well, hence the 3.0. Good standing, but not unattainable.

- iv. *Rob* – I believe it says when we accept courses into graduate program they have to be B or better.
- v. *Martina*- Can you update us from the things we said in last meeting?
- vi. *Rob*- We discussed to move a paragraph further down (which we did), the other part was a conversation with Mae, that had to do with scheduling. We met. I said participation is voluntary. Any differences in academic experience they should accept going into it. We currently have CLA students taking Holt classes. If students are taking a graduate class, the schedules are not in alignment, they should work it out, there is not anything in policy that needs to be added to reflect those instances.
- vii. *Mae*- I'm still concerned over scheduling for residential. If the course is offered outside of the time they can remain in residence hall. Could you consider minimal overall GPA of B+ ?. I think of putting it above a 3.0 would really help. I think this is a great idea. It really will help a lot.
- viii. *Rob*- We have looked at those calendars, start and end dates for Holt or CLA are the same, end at the same time. The only differences have to do with Fall break and Thanksgiving. It is not different than what we are experiencing now with student enrolled in Holt courses while in CLA.
- ix. *Rob*- We talked about the GPA within the graduate council. We discussed minimum GPA's to participate. I had suggested a higher GPA. The graduate faculty lobbied a lower but still good GPA. I was deferring to the recommendation of graduate council on that particular point.
- x. *Mae*- Grading in graduate program is different? There are no D's correct?
- xi. *Rob*- Correct, if they get a D it can still apply to undergraduate but will not apply to graduate program if they decide to remain in it.
- xii. *Tiffany*- I believe the General Education Program should be completed before they entered a graduate level program. Just to have that writing component they may need for graduate level work. This is my only concern.
- xiii. *Rob*- In Holt they are required to register Writing 280 within the first two semesters of registering in Holt. The CLA requirements may not always be practical for Holt.
- xiv. *Martina*- Any other questions?
- xv. *Stephanie (chat)*- I think the GPA requirement addresses any concerns of readiness.
- xvi. *Mae (chat)*- Yes, I think this will be a very popular program for our students
- xvii. *Rob*- I prefer we keep it at 3.0, if we see they are not successful we can increase that to address that concern. I am deferring to the graduate council's preference.

- xviii. *Mae*- Senior year prepping for graduate school, I was worried of starting that in 3.0 and running the risk of dropping below. If it is higher it gives them a little room.
- xix. *Martina*- Do we want to change to 3.3?
- xx. *Rochelle*- For non- Rollins students, what is your requirement to enter the graduate program?
- xxi. *Rob*- Recommended GPA of 3.0, not required. We do holistic admissions. We look at all factors, GPA, recommendations, letters etc....,
- xxii. *Martina*- Will there be recommendation letter for students coming in from CLA to this program (internal students)?
- xxiii. *Rob*- Keep in mind that the reason why we do all these things with external students is because we do not know them. What better way to have students demonstrate if they can do it than by allowing them to take the graduate level classes and see if they are successful? Provides the proof that a student can do well. The program is not obligated to fully admit them into the program if they do not do well.
- xxiv. *Martina*- Do we want to vote on it? Motion to approve Holt Fast Track Policy?
- xxv. *Brian*- Motion; Sarah – Second, in favor- by raising of hands. ***Approved.***

4. New business

a. Revision of Credit Translation – Giselda Beaudin

- i. *Giselda*- When we propose any new study abroad program this goes through this committee, and you also make the determination of how we would use the grades as our partners are using different grading system (credits). We are trying to make sure the study abroad programs are normed to the base standards of our courses. Contact hours are high for the classes (introductory Spanish- 120 hrs., intermediate which is 108 hours), Students are in class 27- 30 hours per week, to meet our total learning hours they need 28 hours additionally outside of class. The syllabus does not indicate outside of classwork. We want to change the translation of these courses to come back as 4 credit courses (not 6), 7- 10 hours outside of class work. This seems more reasonable.
- ii. *Martina*- Have you discussed this with Global Languages Dept.?
- iii. *Giselda*- I would not think so as we only give 5 credits. I have not talked to them about it.
- iv. *Giselda*- The program itself offers languages but dropping from 6 to 4 does not make a difference. It is a high credit program, they start before they begin semester. I don't think it will have an impact on students.
- v. *Martina*- No impact on students in the program?
- vi. *Giselda*- I don't think so?
- vii. *Rochelle*- What was the original rationale of it being 6 credits and not 4?
- viii. *Giselda*- We propose an entire program, we were following the guidelines of ISA provides. ISA is basing recommendation on a 3- credit US system. We didn't look at this particular intensive course very closely.

- ix. *Kyle*- This is only affecting future students? No retroactive effects, correct?
- x. *Giselda*- Yes, that is correct.
- xi. *Martina*- Any questions? Concerns? Can we make a motion to approve dropping from 6 credits to 4?
- xii. *Rochelle*- I have one more question....I feel uncomfortable about it, the group that impacts them the most is global languages. We are making a decision without them having any say about it.
- xiii. *Stephanie*- We need to take into consideration SACS, definition of credit hour. I am in complete support of this based on number of contact hours. I think it is more in alignment with 4 credit than 6 credit course.
- xiv. *Martina*- Is this ok if we table for next meeting?
- xv. *Stephanie*- Yes, this is not even in the catalogue.
- xvi. *Martina*- Send it to Patricia, copy me on it, to see when she responds. We can vote on it in January. Send it to Toni for SACS. ***Table for January.***

b. rFLA Advisory Committee slate – Ashley Kistler

- i. *Ashley*- Earlier this semester we proposed and endorsed rFLA advisory committee to oversee and approve rFLA courses. I would like for you to endorse who I would like to be a part of this advisory committee. Three people I would like to ask are: Gloria Cook, Martha Cheng and Jay Pieczynski. I am seeking endorsement of the list. I have not reached out to these people yet. I would like the endorsement before I ask them.
- ii. *Martina*- Alternates.... are not listed in any particular order. Is the next one Missy?
- iii. *Ashley*- Yes, trying to get divisional representation.
- iv. *Martina*-Motion to approve? Jana- Motion Second by Caitlin. Everyone in favor raise hands. ***Endorsed by CC.***

5. **Announcements**

Martina -Any other announcements or comments? We will have that first meeting in January 19th. Spring is a busy time for this committee.

6. **Adjourn**

Minutes taken by B. Santiago-Narvaez