

Rollins College

## Rollins Scholarship Online

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Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

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1-19-2021

### Minutes, Curriculum Committee Meeting, Tuesday, January 19, 2021

Curriculum Committee

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## Curriculum Committee Meeting Agenda

Date: January 19, 2021

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

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### 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
- ☒ Mary Robinson
- ☒ Janette Smith
- ☒ Nolan Kline
- ☒ Shan-Estelle Brown

## Agenda

### 1. Approve minutes from the December 15, 2020 meeting

- a. Approved by raising of hands- *Minutes passed*

### 2. Sub-committee reports- Any reports? Only EC met.

- a. New course- No report
- b. Academic Appeals- No report
- c. EC report
  - i. *Martina-* We met last week. We discussed Holt Fast Track Policy and Suspension Policy Suspension passed.
- d. Registration- No Report
- e. SGA

*Kyle* –SGA passed a piece of registration, regarding transfer policy for transfer students to bring before committee 2

### 3. Old business

- a. Holt Fast track policy – Rob Sanders
  - i. *Martina-*There were questions for Fast Track. Rob can you explain?
  - ii. *Rob-* There was a question of the policy regarding what appeared to be continuity issues. There was an initial GPA required to get into fast track of a 3.0. While in the program there is a reference to GPA that says “*remain in good standing*” at undergraduate institution that is 2.0. There is fluctuation in GPA between undergrad and graduate. The last reference to

GPA was reference to 3.0 for admission into the graduate program. Students who transition from an undergraduate to graduate should have a 3.0 at the end of time in their Fast Track. I have made two references/ clarifications (pg. 2) I added statement. “*Cumulative GPA 3.0 or better is recommended*”,.... (pg. 4) “*earn a B or better in graduate courses*”. This doesn’t mean we would not admit with less than 3.0 , but were looking for strong students to enroll to ensure they are successful.

- iii. *Martina*- Any questions about the changes? No issues? Can we vote to change in document? ***Approved by raising of hands.***
- iv. *Martina*- This will be discussed in Faculty Meeting on Thursday.

b. Revision of Credit Translation – Mary Robinson

- i. *Martina*- Any questions for Mary? Can we vote? Vote to approve revision of credit translation. ***Approved by raising of hands.***

4. New business

a. Global Health Minor - Nolan Kline, Shan-Estelle Brown

- i. *Nolan* – The global health minor is a 6 course minor with 3 required core courses. We want to change the requirement of Introduction to Epidemiology to another course called Health Equity. We want our program to reflect these needs. Our program aligns with suggestions from professional association that oversees public health curriculum and health. Replace outdated course with a current course
- ii. *Kyle*- Are the prerequisites the same?
- iii. *Nolan*- Yes, they remain the same?
- iv. *Martina*- Was Intro to Epidemiology part of another major, minor?
- v. *Nolan*- No
- vi. *Martina*- GBH 300 would go away? Would you still teach it?
- vii. *Shan- Estelle*- If there was a demand for it..... but there is a course offered at the graduate level. It is offered more often there.
- viii. *Nolan*- We want to make sure the foundation of the minor meets what the professional association is describing/ requiring of professionals in the field.
- ix. *Stephanie*- Can we take it out of the catalogue?
- x. *Martina*- Any other questions?
- xi. *Zoe*- I think this is a great change. I want to know how would this impact students who have already taken Intro to Epi? Would it be an elective? Stay the same?
- xii. *Nolan*- A new change will only affect students that are progressing forward. Not retroactive.
- xiii. *Tiffany (chat)*- That is correct!
- xiv. *Ashley (chat)*- That is correct. Current students could elect into it if they wanted but it wouldn't be required.
- xv. *Martina*- Ready to vote? Anyone in favor raise your hand? ***Approved by raising of hands.***

b. Aligning Holt and CLA calendars – Rob Sanders, Jie Yu, Jenn Manak

- i. *Martina*- We want to work on aligning the calendars as Holt's has not been published yet. We want to align Thanksgiving and Fall breaks and then build exceptions around it. For Spring we could have the same calendar, except change that start date..... would be Monday after 4 pm, for Holt and to move Faculty day of Scholarship for Friday before.
- ii. *Martina*- Comments or questions? What happens with a course that would be cross-listed?
- iii. *Jen*- We have undergrads that are CLA students that are students in Holt program. By saying school starts back at 4 pm on Monday we make sure cross listed students know when they start at Holt.
- iv. *Kyle*- Does not change CLA, just brings Holt in line with CLA?
- v. *Martina*- Yes, that is correct?
- vi. *Stephanie*- Are you proposing those changes for fall of 2021?
- vii. *Martina*- Yes.
- viii. *Valerie*- One of the specific differences has been the final exam week, and how that last week of classes is treated.... Will that be aligned as well? Are we standardizing end of semester date and structure?
- ix. *Rob*- We talked about that but the fact that both calendars end on the same day, creates flexibility for faculty to decide how they will follow schedule at final week, is up to the faculty.
- x. *Valerie*- There is overlap between students taking Intro Bio/Chem taking an exam at time Holt course would take place.
- xi. *Martina*- Other questions? Concerns? *Stephanie*, from what we had proposed for Holt we had Thanksgiving break starting Tues. Nov, 23<sup>rd</sup>? Why not on Monday. I think it is giving them a 2-day break similar to CLA. Seems like there is an extra day.....
- xii. *Rob (chat)*- So Holt would also get two days in Oct and the Wed before Thanksgiving.
- xiii. *Stephanie*- They are losing a Monday, they don't have that day of because of Labor day.
- xiv. *Rob (chat)*- CLA also loses a Labor Day Monday. Did we count the last week and that Monday as a week?
- xv. *Stephanie*- It counts, then we have 14 Mondays.
- xvi. *Rob*- Right now on the Holt calendar there is an additional Monday on the existing calendar.
- xvii. *Toni (chat)*- We count finals as a meeting week for CLA
- xviii. *Kyle*- Do we want to table this and come back to it next week?
- xix. *Ashley*- Yes, we did this year at least.
- xx. *Toni (chat)*- For Fin Aid purposes.
- xxi. *Steve Booker*- For financial aid there is not issue as it stands or even if it were less.
- xxii. *Rob*- Even with the change, it appears that Holt would have one week MORE than CLA.
- xxiii. *Rob*- Are the calculations wrong? They still have one more week of class.

- xxiv. *Mark* – I have a question concerning the CLA students in cross listed classes that start at 4pm? What is the expectation for CLA students, do they not attend class?
- xxv. *Martina*- No, they would still be expected to attend class.
- xxvi. *Jen*- Yes, that is the point of us going over this.
- xxvii. *Jen*- Will it be helpful to move Fall break to Thurs/Fri instead on Mon/Tues?
- xxviii. *Mark. H*- There are no Friday classes in Holt, but there are Thursday classes.
- xxix. *Rob*- My previous institution observed fall break on a Thursday/Friday.
- xxx. *Rob*- The other issue is for us to decide if it makes more sense to start spring at 4 PM on January 10th or to simply state that all classes begin on Monday, Jan 10th and ask Jenny's office to move the day of scholarship.
- xxxi. *Martina*- We need to count and make sure we can answer these questions.
- xxxii. *Stephanie*- Will we have to change CLA and go through EC again, as it has already been approved?
- xxxiii. *Ashley* (chat)-Yes, it does.
- xxxiv. *Martina*- Table for next time.**

c. Business Concentration Proposal – Mark Heileman

- i. *Martina*-Proposal on students earning more than one business concentration.
- ii. *Mark H.* -There are 3 concentrations in Business. Is it possible for a student to earn more than one concentration? Will an elective course for one satisfy an elective course for another concentration? This happened with a student. That's why we asked for clarification on language. We propose that Business majors have the option to earn more than one concentration but elective credits in that concentration ONLY count for that concentration.
- iii. *Stephanie*- Business courses are on high demand , are we creating more demand by multiple concentrations and also furthering more demand by disallowing double dipping?
- iv. *Mark H.* – Students completing concentrations are between 20-30.. it will not create more demand but it will disallows triple dipping. Staffing is another issue.
- v. *Jana*- I would never want to impose restrictions on other majors. Other majors have different levels of concentrations. I want to echo the point of putting it in a broader scope. This is tricky, what it means to offer students concentrations. It perhaps is unfair, consequences, they are taking elective courses within the business major. It is unfair to put pressure on other departments.
- vi. *Mark H.*- In Business major there are Grp A/B electives that are required and are outside of the Dept of Business. We have made an attempt to have elective outside of the Department.
- vii. *Jana*- My concern stems from elective courses that count as general graduation credit. I worry that as business major grows those courses that

count as electives sort of become service courses for the business major. Adding on a level of concentrations can hamper students from thinking outside of the disciplines.

- viii. *Mark H.* -Every elective course is already on the books. Already being offered. Staffing is a different issue.
- ix. *Tiffany (chat)*- It would discourage demand, because it is really hard to get more than one concentration.
- x. *Kyle*- I agree with Jana. Particularly this is liberal arts college. Students can explore beyond the major. Concentration is only 3 courses for each concentration. What is the reason, of just simply banning general double dipping? Why not making is 50%, as it is just one course?
- xi. *Mark H.* -We just want to prevent someone from completing all three concentrations by simply taking the same set of elective courses.
- xii. *Tiffany*- We have a college policy you cannot use a course more than twice for your degree. I don't think this will increase demand. It is just so hard to get more than one concentration before you graduate, to get three means (likely) that your time is extended. These concentrations are already in the books.
- xiii. *Stephanie*- I like disallowing double dipping.
- xiv. *Jana*- This may be a broader conversation to have with your Department. We are having this conversation of adding minors, student demand.. just because a student wants it?... If multiple concentrations signals a dilution, then it might be time to have a conversation. Push back because it dilutes the degree? What we're seeing is the need to have a broader conversation about what we are doing? How do we communicate the value of our degrees? Maybe push back on what students want.
- xv. *Martina*- That was my suggestion.... what is the value of these multiple concentrations? Tiffany also pointed it out, can set students back, and it takes them longer to complete degree.. they might not desire that.
- xvi. *Mark H*- By not allowing double dipping it makes earning the concentration more difficult and I think limits the demand.
- xvii. *Tiffany (chat)* Graduate School applications....
- xviii. *Ashley(chat)* I agree, Jana.
- xix. *Jana*- We should have a conversation, just because students want it , do we give it to them? There are ethical and moral implications of making changes in major...
- xx. *Rachelle*- Something that bother me is,.... I'm wondering about the issue of triple majors, triple concentrations? How are we defining those things? A concentration should be a deep dive into an area. If you are double dipping then are they really that in depth? Are they really deep diving into the topic? If I am doing a concentration there should be an additional requirement tin comparison to someone who is NOT in the concentration will never get into. What kind of program are we developing that allows them to do that? This to me indicates weakness not strength.
- xxi. ***Martina- Table this topic. Go back to Department with issue of the conversation we had today.***

**xxii.** *Kyle* motion to adjourn.

**5. Announcements**

**6. Adjourn**

*Minutes taken by B. Santiago*