

Rollins College

Rollins Scholarship Online

Curriculum Committee Minutes

College of Liberal Arts Minutes and Reports

3-2-2021

Minutes, Curriculum Committee Meeting, Tuesday, March 2, 2021

Curriculum Committee

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Curriculum Committee Meeting Agenda

Date: March 2, 2021

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
- ☒ Martha Cheng
- ☒ Deborah Prosser
- ☒ Robin Gerchman
- ☒ Janette Smith

Agenda

1. Approve minutes from the February 23, 2021 meeting

- a. Approval of minutes - In favor – Raising hands- Minutes passed.

2. Sub-committee reports

- a. New course- *Brian*- Nothing to report.
- b. Academic Appeals- *Valerie*- Noting to report.
- c. EC report – *Martina*- No EC meeting.
- d. Registration- *Gloria*- No meeting.
- e. SGA – *Kyle*- Transfer students had concerns for GPA. They were sent to academic appeals. SGA is getting complaints related to COVID and professors not enforcing mask wearing in classroom. Also complaints against graduation-outdoors in the middle of the day is problematic due to Ramadan.
- f. *Jana (chat)*- Kyle, have students spoken directly to the professor about enforcing the mask policy?

3. Old business

- a. rFLA 100 revision – Ashley Kistler
 - i. Proposal was to limit rFLA100 to students with first year student status. Many seniors looking for an easy class during senior year are taking rFLA100 to take elective courses. It has created a shortage of rFLA100 for first year students. Students get behind. We want to limit rFLA100 to first years students. If there are open seats after first years register, then we can make exceptions.

- ii. *Martina*- You advocate for faculty to count rFLA for major? Will this have any impact for how they count for the major?
- iii. *Ashley*- The only issue would be that you couldn't have a senior needing a lower elective. A student could count the rFLA100 as an elective, it would go after they declare.
- iv. *Jana*- It is a little bit of nightmare. Spring semester 100- level class it is distracting $\frac{3}{4}$ being freshman and having seniors just trying to get to 140.
- v. *Mark*- My question is are there are 40 seniors in RFLA?
- vi. *Ashley*- No, sorry, 40 first years students that couldn't even take a seat.
- vii. *Mark* – Will there be enough elective courses?
- viii. *Ashley*- We will have elective courses open outside of the major , including rFLA 200s.
- ix. *Gloria*- We really need to support this.
- x. *Jana*- For how long will we keep the hold?
- xi. *Brenda (chat)*- This is an excellent idea. I support this proposal.
- xii. *Martina*- We need to vote on it. Motion? *Caitlin*; Second- *Jana*- In favor – approved by raising of hands.

4. New business

a. Creative Writing Major – Martha Cheng

- i. *Martha*- Changes to professional writing minor. We have had trouble staffing it as we have lost faculty lines. The best way to manage it is using fulltime faculty that can teach all the core courses. Also to have students have more variety in specific genres of writing that they can take.
- ii. *Martina*- The electives from other departments, will there be any problems for students to get a seat in some of these courses? Are they easily attainable?
- iii. *Martha*- Instructors did not have any concerns. We are trying to build this minor.
- iv. *Stephanie*- We are getting ready to put a restriction in rFLA100 that prevents upper class students to get into these classes. I have a concern to put a topics course in the catalogue.
- v. *Jana(chat)*- The out of department electives are optional....they aren't required.
- vi. *Stephanie*- Do we need to put this in the catalogue or handle it as an exception? It would be great if the course could have a real number.
- vii. *Martha*- I can circle back to Rachael. We can take it as an exception.
- viii. *Rob*- Does this impact Holt?
- ix. *Martha*- It does not.
- x. *Rob* - When we have majors where courses look the same, the onus is on the students, do we have classes that looks the same in both catalogues and we mark the Holt vs CLA classes... or do we have two different versions of the major in the catalogue?
- xi. *Stephanie*- We can err on the side of causing and asterisk the courses * not available to HOLT*
- xii. *Martina*- You have a long list of courses, are they offered every year?

- xiii. *Martha*- The whole list? No, but they are all in the catalogue.
- xiv. *Martina*- Any other questions for Martha? Let's vote....all those in favor – raising hands or in chat- Jana, Caitlin and Brian (in favor- chat). Changes are approved.

b. Dance Minor Closure – Robin Gerchman

- i. *Robin*- Submitted paperwork to remove dance program at Holt. We have only had 3 HOLT minors. They have all graduated. Also 2/3 core requirements are in the day and only 2 of the electives are in Holt. The curriculum doesn't lend itself to easily be completed. Eliminating this was in the best interested of the program.
- ii. *Martina*- Your closure Effective Date would be Fall of 2021. Toni recommend closure to be effective Spring 2021. Stephanie can put a hold for students to declare a minor. Maybe do it a semester earlier?
- iii. *Robin*- Yes, we want it to be effective immediately.
- iv. *Martina*- Any questions for Robin?
- v. *Stephanie*- Does this have to go to full faculty?
- vi. *Martina*- I can send it to EC.
- vii. *Ashley (chat)*- I think only goes to EC.
- viii. *Martina*- Let's send it EC, and I'll let you know what a happens.
- ix. *Martina*- Motion to vote? Caitlin- Motion; Valerie- Second- Approval by raising of hands (or in chat- Jana, Brian)

c. Dance Minor Changes – Robin Gerchman

- i. Issues with the coursework, students having to add extra credits as a requirement. It is not necessary to have them connected, DAN 420 and 421 can be listed separately rather than joint.
- ii. *Martina*- Any questions for Robin?
- iii. *Mark*- Are there any restrictions or requirements for classes at the 300-level?
- iv. *Robin*- No. We want to make sure we accommodate students based on their skill level.
- v. *Stephanie* – DAN 420 and 421 are 2 credits each? You had to do both for 4 credits. Possibly would have 2 less credits than others ?
- vi. *Martina*- Other questions for Robin? In favor – raising of hands. It passes.

d. Tenure Track Olin Science Librarian Position Request – Deborah Prosser

- i. *Martina*- Last year this was approved by EC and CC but there was a hiring freeze.
- ii. *Deborah*- Two frozen positions in Olin Library. Academic affairs invited me to speak for this position, based on the unique needs of the library. We had two strong final candidates but then there was the hiring freeze. This is a Department head in research and they are also the science librarian. I'm asking we can consider hiring as tenure-track position. I'm asking for this as a priority. We have two Sabbaticals coming up in the fall one that

was delayed. We will be reduced in staff significantly. I would appreciate hearing from you.

- iii. *Jana*- I think that we have many Department across campus that had hiring issues. I understand how Olin affects all the college. It is worth making the case as other Dept are also short staffed, as many departments are facing the same thing. How should be make the case that this is privileged over others?
- iv. *Deborah*- I'm not saying this is more important. I'm saying it is critically important for the library as an organization. Librarians are taking more than what they typically serve. We work with everyone. I'm not saying we are more important. It has also been vacant for a long time now.
- v. *Jana (chat)*- Thanks for clarifying :)
- vi. *Martina*- Can you speak about how you are working with the science faculty? How will you manage if the position is denied?
- vii. *Deborah*- We will have to re work the structure of how our library works. More faculty will have to fill in the gaps. Librarians are 12 month positions. We don't get visiting roles as it is hard to get somebody at a temporary basis. We cannot hire adjuncts.
- viii. *Brenda*- I'm teaching Senior Seminar. My students are currently struggling with the research component of their writing. It has been a struggle to get that type of support for our students, specifically those that support our writing. We make use of the librarians in our introductory courses as well. They are really important for our students, as I do not have the capacity or the time to teach them how to do research.
- ix. *Gloria*- The librarians are doing an amazing job. I am hoping you ask for a more realistic request... maybe a visiting?
- x. *Deborah*- If it was a visiting it would only be one year only.
- xi. *Martina*- Right now you have no one that has expertise in sciences?
- xii. *Deborah*- No, we do not have anyone specialized in the STEM.
- xiii. *Jana*- Is this request going for top-down? or is it coming from you? If this coming from Susan, we don't really have a say in it, do we?
- xiv. *Deborah*- These positions have been frozen but from conversation with Susan and Grant / faculty governance I have been asked to make this request to you.
- xv. *Martina*- EC determines if it is high vs. low priority.
- xvi. *Zoe*- It would be nice to have someone who does have that training. We have felt the need and I think this is a great idea.
- xvii. *Deborah*- This is highly specialized work. Blake has transformed how this all works. These positions make a significant impact.
- xviii. *Rob* -Deborah, speak to the responsibilities of the librarians as this combination of faculty and staff? They have a lot of responsibilities unlike the faculty. The questions regarding competing positions are properly being considered, but we should not see these faculty positions the same of the other traditional positions.
- xix. *Jana (chat)*- Deborah sent us an excellent and comprehensive job description.

- xx. *Ashley (chat)*- However, per our bylaws, librarians ARE faculty at Rollins.
- xxi. *Rob (chat)*- Yes; but very different kinds of faculty with very different responsibilities (as Jana noted).
- xxii. *Kyle*- From a student's perspective, my assigned librarian has nothing to do with Computer Science. No matter what, there will be a jostling. I think the library is one of the most neutral and a good starting points without getting preferential treatment.
- xxiii. *Jana*- If we follow that logic. I do not disagree with anything anyone is saying. I think there is "we have to be careful" about campus politics and goodwill . If we have a position all Departments should vie for that position. I don't know what we're being asked to do? I feel like we are being asked to give recommendation on a proposal without others knowing this option is available.
- xxiv. *Deborah*- I have been working with Grant and Susan. There has been consultation on this process.
- xxv. *Jana (chat)*- Deborah, This isn't on you....at all. I think this is a process issue above our collective pay grade. I'm just asking for more specific direction from above.
- xxvi. *Martina*- My recommendation is to address concerns raised by faculty during this meeting.
- xxvii. *Brenda (chat)*- Agree with Jana on making sure we make these recommendations responsibly. We are all making it work.
- xxviii. *Deborah*- I'm not trying to over privilege my position over others, this decision is based on our data.
- xxix. *Ashley (chat)*- We had this conversation a few years ago when I was faculty prez, right? And we decided that librarians were faculty like all other faculty and that they wanted to be treated that way and others wanted to treat them that way.
- xxx. *Deborah (chat)*- I think that was before my time here.
- xxxi. *Caitlin (chat)*- I think Jana's point about accessibility to all departments and transparency through the process is crucial. I'd also like to second that we all see this that Deborah is in no way trying to beat the system. Perhaps taking a step back and looking at the cultural implications that this may have on faculty relations is important as well.
- xxxii. *Ashley*- To address your point we had discussion that librarians be treated as faculty. I don't think we want to open that particular can of worms....
- xxxiii. *Caitlin (chat)*- Also, I'd like to second Gloria's comment about the amount of support that we receive from the library staff. The librarians I work with have always been absolutely fantastic and they're clearly stretched thin as well.
- xxxiv. *Ashley(chat)*- Agreed, the librarians take on many, many different responsibilities.
- xxxv. *Rob*- I know this conversations are happening and I would like to find documentation. I have not seen it in the bylaws.
- xxxvi. *Ashley (chat)*- And, to be fair, other faculty have also done so, especially this year.

xxxvii. *Martina*- Any other comments on the position request? I'll tell Paul to
Invite you to EC on Thursday.

5. Announcements

6. Adjourn

Notes taken by B. Santiago- Narvaez