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Minutes, Arts & Sciences Academic Affairs Committee Meeting, Tuesday, January 20, 2009

Arts & Sciences Academic Affairs Committee

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AAC Minutes (Jan. 20, 09)

In attendance: Wendy Brandon, Laurie Joyner, Jim Small, Steve St. John, Jennifer Cavanaugh, Eric Zivot, Susan Lackman, Yusheng Yao, Alex Grammenos, Kory Eylmann, Alex Winfree

Minutes of Jan. 15 was passed with corrections.

Pilot RP Review update: Laurie told the committee that she received 5 RP proposals. They are: 1. Florida Studies: Laboratory for the Americas, 2. The Enduring Questions, 3. Citizenship and Community, 4. The Human Frontier, 5. Revolutions.

Wendy will send to AAC members the draft of call for faculty to serve on Phase II of curriculum reform and draft of a model of staggered terms and committee composition this Friday afternoon.

Graduation Hours: Laurel Goj on behalf of the old curriculum renewal committee sent AAC two sets of questions that were unresolved in the discussion at the December 2008 Faculty meeting. One set was for Rollins; the other for Peer and Aspirant Schools.

Questions for Rollins:

- average number of credits students have when entering Rollins
- average number of credits students take outside of Rollins while enrolled
- average number of credits students have after 6 and 8 semesters
- average number of credits students have at graduation

Questions for Peer/Aspirants:

- Do they have graduation requirements that contain no credit?
PE for example
- How do they accept transfer credit?
AP, IB, dual enrollement, community college, summer work
credit towards gen ed, major, graduation, placement
- Does a 4 credit class meet MWF 9:00-9:50 or 9:00-10:00?

Other questions raised by AAC members included: 1. how to interface internationalization program with the graduation hours? 2. How to reconcile transfer hours with the graduation hours? 3. What impact does change of graduation hours on students with financial aid?

Eric volunteered to contact and ask our peer and aspirant schools Laurel's questions (above) as well as 1. how they calculate the credit hours for graduation; 2. how they accept the transfer hours. (Laurie sent the list sent to AAC members after the meeting) Eric will report back to AAC before the second faculty forum on the topic. Wendy said she would check into Rollins International Programs to learn about any other credit/hours issues related to going abroad.

Discussion on the history for Rollins to shift from 3 to 4 credit hours. Laurie asked if there was education justification for this change. Jim briefed members his memory of the evolution and debate over the years focused on course based v.s. hour based curriculum. Kory told his experience from a student perspective: he took an accounting class which had met for 75 minutes/3 times a week. This class got him only one credit more than the usual 4 credit hours class. Susan mentioned that the Music Department had raised credit hours for students who needed certain credit hours to graduate. The process was, she said, “whimsical.” Members agree that the process needed uniformity and standardization. Jennifer cautioned that different departments needed different standard: for example, art studio needed longer hours. Laurie said that criteria for credit hours should be driven by education mission. For quality control, each department should look at its needs, the practice by other schools and have a conscious discussion about it. Just let it evolve overtime was not a good idea. Last semester, Psychology, Classical Studies had, and this semester Latin had American Studies have outside reviews. We can do both internal and outside reviews. Jim: we need a regular procedure, regularizing process for department’s curriculum review. Laurie: I’d like to take the leadership on this issue. This was different from the issue of graduation hours. It was a matter of reminder from the Dean’s office regarding program and department review models for classroom, performance, activity credit hours. She suggested that for phase II curriculum renewal, we need to continue the discussion of the philosophical, visionary questions. The second faculty colloquium was scheduled on March 27 (Friday).

Discussion on Julian’s proposal of African-American Studies Minor. Members noticed that the title was changed, more courses were added and developmental idea was built in. Compared with the old one, the dance component was missing. Eric would like to know the rationale for this omission. Laurie: in making major or program proposal, the learning outcomes for students should justify the establishment and change of a major and a program. A matrix was needed for such proposal including 1. what was the learning outcomes? 2. What were the courses to enforce them by graduation? We need unique, solid and coherent justification for new major proposals. Department and program should also do three year review using such a matrix. Laurie would write to department heads about this issue. New course proposal review committee will revisit this matrix, clarify and expand it. In this case [Julian’s proposal], Jennifer suggested, we may defer the use of this standard because the minor proposal was made without enough resources. Alex Winfree, student representative, expressed concerns about dropping of the minor substitute policy. Laurie said that this would be an issue for small minors. She suggested for departments and programs to make a 3-5 year cycle of offering with the department chair’s signature so that students could have better planning and the Dean’s office could make decisions on waiving certain requirements. Alex Winfree: for students, to have a year’s notice even with the potential of change was better to plan ahead. The Dean would talk to the department heads about the matrix and new course proposal would use the matrix format.

Next two AAC meetings would change to Jan. 29 and Feb 5, both were Thursday. The issue of academic appeal committee would be discussed at next meeting.

