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Fall 9-15-2021

Minutes, Curriculum Committee Meeting, Tuesday, August 31, 2021

Curriculum Committee

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Curriculum Committee
Meeting Minutes (Approved)

August 31, 2021

Present: Jill Jones, Ashley Kistler, Mark Heileman, Paul Reich, Raghavendra KC, Rob Sanders, Robert Whetstone, Robin Gerchman, Rochelle Elva, Samantha Fonseca-Douguet, Sarah Parsloe, Stephanie Henning, Janette Smith, Zoe Pearson, Gloria Cook, Tiffany Griffin, Toni Holbrook, Susan Montgomery

I. Paul Reich presented on behalf of the Curricular Optimization Task Force

He discussed the need to reduce student to faculty ratio in order to alleviate pressure on faculty in the classroom.

The task force met during Spring 2021 meetings and will be bringing forward suggestions for curricular changes.

He discussed the ongoing task of reducing the credit hours from 148 credits to 128 credits.

He will forward the task force draft paper on the credit hour reduction to committee members after their next meeting.

The guidelines for the task force draft include:

- 1) Alleviate scheduling pressure
- 2) Results from a comparison study with 29 benchmarking schools
 - a. An average of 126 credit hours among those schools
 - b. 20 schools require 4 credit hour classes
 - c. Rollins is currently an outlier in this area.
- 3) Based on findings the task force can provide the recommendation to reduce credit hours

He does foresee challenges in some departments

In spring 2020 there ongoing conversations with departments to reduce the total number of credit hours for the major

Future taskforce recommendations will be provided piecemeal

The recommendation will allow for more clarity on how to achieve the necessary credit hours required for graduating in four years.

Other discussions on the credit hour reduction included providing the opportunity to raise the number of electives and give students the capacity to minor in another subject

Ashley asked to continue the conversation on course caps with Paul present.

II. Course caps

Ashley presented on the issue of raising course caps because of layoffs due to COVID.

Curricular Optimization Task Force investigated ways to cap courses

Looked at benchmark schools to determine averages for course caps

Dean's office (Ashley, Registrar, Dean's office) devised the current stopgap measure based on course levels and were informed by current student enrollment and faculty employment.

Ashley emphasized that course caps would only increase by one to two students in our courses. She believe the revised course caps need to be distributed equitably across disciplines and within departments.

Discussion surrounded on course caps and steps to address it at Rollins. Topics included: long term course planning in departments; what levels should have larger enrollment numbers; creating a more tailored approached based on the content (i.e. more intensive writing courses require more attention from the professor, or creating mentoring opportunities between advanced and beginning students).

There is a need at Rollins to think creatively on how to offer our curriculum effectively to students.

III. Introductions by committee members and guests

IV. Subcommittees:

New Course Approval: Sarah, KC, Rochelle

Academic Appeals: Samantha, Robin,

Registration: Gloria, Mark,

Yusheng Yao may serve as the Social Sciences representative.

Respectfully submitted, Susan Montgomery