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Minutes, Arts & Sciences Executive Committee Meeting, Thursday, April 1, 2004

Arts & Sciences Executive Committee

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Minutes of the Meeting
Executive Committee of the Arts and Sciences
April 1, 2004

Members attending: R. Bornstein, S. Klemann, J. Schmalstig, L. Eng-Wilmot, P. Bernal, S. Lackman, S. Ledbetter, R. Casey, P. Lancaster. Guest: S. Carnahan

I. Call to Order: Susan Lackman called the meeting to order at 12:40.

II. Approval of Minutes: Minutes of March 25 approved as corrected.

III. Student Life (P. Bernal): Honor Code: Colloquium is moved to April 16, 3:30 p.m. Bernal presented a complete working document and outline for discussion.

During the lengthy discussion that followed, Pedro led us through the issues raised by his draft plan, including the limit of the honor code (academic only? Social as well?), the procedure for dealing with violations, and the scope of the code. Pedro said he was taking the comments of the Executive Committee back to the Student Life Committee so they could present a revised plan in advance of the Colloquium.

The discussion will continue.

IV. Institutional Review Board (S. Carnahan) – all the IRB are the same for any institution that gets a Federal grant. The procedure and process is already set up to a standard to the Bellmont Report that established the requirements for ethical research. IRB at colleges review every bit of research on human subjects. Typically institutions set up a multi-tiered system, with guidelines depending on the reach of the research. Currently there is an IRB in operation, but it is not sanctioned by the college.

The Executive Committee endorsed the creation of such an Institutional Review Board at Rollins College. We will ask Sharon to repeat her presentation at the next faculty meeting. Jim Eck will be the contact in the Provost's Office. John Houston will be chair of the IRB next year. Carnahan will give a brief presentation at the A&S faculty meeting on April 8.

V. Professional Standards (Judy Schmalstig):

A. Bruce Stephenson, representing the FEC, was concerned about the lack of diversity on the FEC slate for next year. He is suggesting a change for next year because he is concerned about makeup of next year's committee: no female members. The FEC suggested the EC change the slate to include a female member. If a suitable candidate can be found, then we will postpone the vote on FEC from the April 8 meeting.

B. Regarding the new by-law change about post-tenure review, does a person who recently has tenure review and then takes sabbatical, need a review? The EC unanimously agreed that the review in this case would be superfluous.

VI. Meeting adjourned at 1:58.

Respectfully submitted,

Susan Cohn Lackman, Secretary