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Minutes, Arts & Sciences Executive Committee Meeting, Wednesday, April 14, 2004

Arts & Sciences Executive Committee

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Minutes of the Meeting
Executive Committee of the Arts and Sciences
April 14, 2004

Members attending: Y. Greenberg, S. Klemann, J. Schmalstig, L. Eng-Wilmot, P. Bernal, S. Lackman, R. Casey, P. Lancaster, Pierce Neinken.

I. Call to Order: Yudit Greenberg called the meeting to order at 2:05 and welcomed Pierce Neinken, president-elect of SGA.

II. Approval of Minutes: Approval of the minutes of April 1 will be tabled until the next meeting. There was a lengthy discussion about the points raised in the minutes, as well as intention of the discussion on the Honor Code. The discussion of April 1 led to the April 5 revision of the Draft Proposal of the Honor Code.

III. Election Results: There were concerns before the vote for the FEC slate; the concern from the floor was the gender makeup of the FEC. There was a call for a secret ballot. 37 yes, 28 no, 5 irregular. So, even if we count as the irregular votes as “no”, the slate was approved as presented. The faculty has to be notified that the slate that was presented was elected.

IV. Multi-year faculty appointments (Greenberg): Ed Cohen raised the issue of the current and previous practice of the administration making multi-year tenure-track faculty appointments. According to the by-laws, an appointment can be renewed for two years, plus 3 years, plus 2 years. Cohen believes that, several years ago, there was a decision to no longer give multi-year appointments. The Committee agreed we have been following the by-laws. Casey responded with a review of the current situation: we have not been issuing contract letters, but rather salary letters. Lancaster and Casey have decided to reiterate in a contract letter the term of appointment.

V. Professional Standards (Schmalstig): Re the Critchfield, Ashforth, Individual Development Grants, and the difficulty of timing the reviews; there would be a review allowed in September for those going on sabbatical for the spring term. This would allow people to plan ahead, and it would dovetail with the FYRST grants. Casey reported there have been some people need some of their funds before June 1; there might be the possibility of using the Cornell money for the “May gap,” those being caught between the fiscal year and the academic year. The Executive Committee endorsed the idea of two reviews. Casey wondered if this would be considered a sabbatical support program, but Schmalstig reminded the committee that Sabbaticals are given preference.

VI. April 28, Reading Day, is the next faculty meeting. It looks as though we will need the May 5 A&S Faculty Meeting as well. The President has asked for an All-College meeting to approve the appointment of Patricia Lancaster as Provost. Casey will handle the question of scheduling of lunch.

VII. Finance and Service (Eng-Wilmot): The Committee is developing a report on the Faculty Salary Task Force study.

VIII. Academic Affairs Committee – (Klemann)

A. Program changes: AAC asks for endorsement of changes requested by four departments by changes to courses:

1. Biology Department:

- BIO 440: Capstone Seminar OR BIO 499 Independent Study: Biological Research

Change to:

- BIO 440 or 462: Capstone Seminar OR BIO 499 Independent Study: Biological Research

2. Psychology Department:

- PSY 254: Personality (within ‘CORE’)

Change to:

- PSY 211: Social Psychology OR PSY 254: Personality (within ‘Additional Required Courses’)

3. English Department:

- ENG 267: Writer’s Workshop OR ENG 350: Rollins Writing Workshop (Holt School)

Change to:

- ENG 167: Introduction to Creative Writing
- A number of new and revised courses have been approved by the AAC New Course Subcommittee as well

4. Economics Department:

- ECO 202: Economics in Historical Perspective
- ECO 203: Principles of Micro-Macroeconomics
- ECO 204: Alternative Economic Perspectives

Replacing:

- ECO 212: Microeconomics

- ECO 213: Macroeconomics
- One elective

The Executive Committee accepted these changes as proposed.

B. Goal and Assessment for the Writing (W) General Education Requirement

The communication of ideas, information, poetry, stories, intent, and even culture itself has been dependent on the ability of humans effectively to store facts and convert thoughts to written language. The ability to communicate ideas and information in writing is at the core of a liberal arts education and is essential for active citizenship. In covering both academic and (to a lesser degree) familiar writing, the W course focuses on understanding rhetorical strategies. Students will read the texts of others and learn to shape their own meanings by writing and editing a variety of forms.

Goal: Upon completion of this requirement, students will be able to write essays developing complex ideas on academic subjects, characterized by unity, order, coherence, completeness, clarity, and mechanical correctness.

Assessment: Students' written work (at the discretion of the professor, final essays, a final portfolio, or an average of all papers) will be graded by the instructor for unity, order, coherence, completeness, clarity, and mechanical correctness.

Standard: Individual faculty will design course-specific methods for assessing how a particular section meets the goal established in the guidelines of the general education curriculum. Each time they teach the W, faculty will document assessment procedures and results for the goal through the General Education Assessment Matrix.

E140 Catalogue Description (previously approved by the New Course Subcommittee contingent upon adoption of the revised General Education Goal – Assessment – Standard by the A&S Faculty)

ENG 140. Composition: Writing about Selected Topics. Develops students' ability to write college-level essays by practicing strategies of argumentation and by refining skills of invention, completeness, clarity, and mechanical correctness. In order to satisfy the College's general education requirement for 'W'riting, students must receive a grade of 'C' or better in the course. Students may take E140 a second time for credit, so long as a different topic is selected. Section topics are designated by individual instructors.

This proposal will be taken to the faculty at the next meeting.

C. Health and Wellness

This recommendation, if endorsed, will return a **Health and Wellness Proposal** to the A&S Faculty in January 2005 for final disposition. If the proposal is supported by the faculty, this timing will permit implementation of a new requirement – **Health and Wellness** – for Academic Year 2005-2006. The AAC wishes to make it clear that its members enthusiastically support a health and wellness requirement. In this regard...

The AAC requests that the A&S Faculty endorse the motion that:

1. ...the current Health and Physical Education requirement of the college be terminated at the close of AY 2004-2005.
2. ...a Wellness Task Force of interested parties be assembled in August 2004 to develop a model in which “health and wellness” is satisfied within curricular and co-curricular experiences, given existing resources. A member of the AAC will convene the first meeting and chair the Wellness Task Force. Membership of the Task Force is envisioned to include, but not be limited to:
 - The Coordinator of the College-Wide Health Initiative
 - A representative of the Counseling Center
 - Faculty representatives from Health and Physical Education and other interested departments (*e.g.* Biology, Psychology...)
 - Representatives from the offices of the Deans of Student Affairs and Faculty
 - Two students appointed by the Student Government Association

The AAC recommends that the proposal returned to the faculty include an **activity component** in which A&S students will enroll in two (2) HPE courses for which 1 hour of credit will be earned per course on a credit/no credit basis with no more than two activity courses being taken for credit.

3. ...the chair of the Wellness Task Force maintains communication with the AAC, reporting the Task Force’s final proposal by December 1, 2004. The AAC will present the proposal to the A&S Faculty at its first meeting of 2005.

Background:

Health and Physical Education (HPE) returned to AAC in the fall 2003 with a proposal to change requirements for A&S students as follows:

- | | | | |
|----|---|--------------------|------------------------|
| 1. | All students enroll in PED 101: Health and Wellness | 4 hours | graded |
| 2. | All students enroll in 2 PEA (activity) courses | <u>1 hour each</u> | <u>CR/NCR</u> |
| | Note: BPE courses would be eliminated | | 6 hour HPE requirement |

1. The AAC concluded that it could not support an HPE requirement in which all students enrolled in a single course – PED 101. A single course model did not appeal to the committee as a flexible way to satisfy the Health and Wellness needs of all students and imposed staffing requirements that would need to be addressed in a pressurized atmosphere of as yet unmet staffing requests in academic programs.

None the less, the AAC recognized the philosophical merit of the HPE proposal to include instruction of content *such as* contained in PED 101 and recommends that a model be developed to infuse issues of health and wellness (broadly defined) into the curriculum in a manner that offers our students a variety of choices. In this regard, the AAC recognizes the diverse ways in which health and wellness is viewed and would encourage a Wellness Task Force to conduct its work in this context.

2. The AAC endorsed an activity requirement of 2 courses for A&S students. This does not represent a change from current practice. Although it did not engender unanimous support, the AAC endorsed the request for 1 hour of credit for these courses on a credit/no credit basis. Students invest time in these courses in a manner analogous to certain other activities for which credit is granted either for a grade or on a credit/no credit basis.

This recommendation is going to be presented to the Faculty on April 28.

IX. IRB – The report on the IRB at the last faculty meeting involved a motion to endorse it. Due to lack of time to fully consider the proposal, the motion was tabled. The administration will come up with a proposal, for liability and for federal granting purposes. Should there be additional information for the faculty before the meeting. A FAQ sheet should be ready for distribution to the faculty; basically, it's anything that's required for a class or an independent study. Yudit will consult with Jim or Sharon to produce such a fact sheet.

Topics for meeting on April 28: Academic Integrity, AAC, possibly the IRB.

The Exec Committee meeting on May 6 is cancelled. A proposal has been made for Tuesday, May 4, 12 – 1:30.

There is a proposal to make Dr. Bloland an honorary member of the faculty. There is no precedent, so members of the committee will get back to Dr. Casey in the next few days.

Meeting adjourned at 4:03.

Respectfully submitted,

Susan Cohn Lackman, Secretary