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Minutes, Arts & Sciences Executive Committee Meeting, Tuesday, May 4, 2004

Arts & Sciences Executive Committee

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Minutes of the Meeting
Executive Committee of the Arts and Sciences
May 4, 2004

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

I. Call to Order: Yudit Greenberg called the meeting to order at 12:35.

II. Approval of Minutes: The minutes of the meetings of April 1, 2004, and April 14, 2004, were approved as amended.

III. Finance and Service (Eng-Wilmot): The Faculty Salary Study Task Force is in the process of drafting a report. Another analysis of the calculations will be made this summer, following release of 2004-5 salary numbers. A report will not be given at the faculty retreat, but will go through the regular governance pathway.

III. Change name of Art and of Math Departments (R. Casey) – Casey requested approval for a change of name to Department of Art and Art History; this proposal approved unanimously by Department Chairs. The proposal passed EC unanimously. The Department of Mathematical Sciences will be changed to Mathematics and Computer Science; passed EC unanimously. These two changes will be effective June 1.

IV. Academic Calendar 2005-06: R. Casey presented a draft: New Students will report Tuesday, August 16, normally the date for the faculty retreat, but there are questions about the student orientation even this year. This year's faculty retreat is August 17. There was general discussion on how calendars are constructed. We are considering aligning Spring Break to coincide with Orange or Seminole County Schools' break; the calendar will be sent around to the Leadership Team for input. The proposal was accepted.

V. Academic Affairs Committee (S. Klemann). Klemann presented the following plan:

Theatre Arts and Dance

Changes effective Fall Term 2004

Charles
Cody-Rapport
Griffin

Nassif
Neilson
Ouellette

Rodgers
Sherry
Zivot

The major provides a basic education in art and craft of the theatre. Students acquire a basic knowledge of theatre history, literature, theory, and criticism as well as competency in acting, directing, design, and technical theatre. To achieve these skills, students complete a series of required courses and participate in the departmental production program.

Majors may take a broad spectrum of courses or else concentrate in performance or design/technical theatre. The department issues a comprehensive reading list of theatre literature for majors. Faculty evaluate student progress at the end of the sophomore year, and seniors must participate in a comprehensive project.

MAJOR REQUIREMENTS

Fourteen (14) courses are required.

CORE COURSES

- *THE 111 Introduction to Technical Theatre*
- *THE 135 Dance for Actors*
- *THE 211 Fundamentals of Theatrical Design*
- *THE 232 Acting I*
- *THE 302 Script Analysis*
- *THE 333 Directing I*
- *THE 341 History of Theatre I*
- *THE 342 History of the Theatre II OR DAN 200 Dance in America*

At least one course from *each* list:

List 1

*THE 360 Theatre Management**

THE 233 Acting II

THE 331 Acting III

THE 332 Acting IV

THE 433 Directing II

THE 321 Scene Design

THE 322 Lighting Design

THE 323 Costume Design

List 2

*THE 343 Dramatic Evaluation**

ENG 312 Studies in Shakespeare

ENG 319 20th Cent British Lit: Drama

**THE 360 and THE 343 will not be offered after the 2003-2004 academic year.*

Four (4) from among these five (5) courses: THE 418, 419, 420, 421 Theatre Production (Technical), or DAN 422 Dance Production.

THE DEPARTMENT ALSO RECOMMENDS THE FOLLOWING ELECTIVES

ACTING/DIRECTING

- *THE 233 Acting II*

- *THE 331 Acting III*
- *THE 332 Acting IV*
- *THE 350 Topics in Theatre*
- *THE 355 Acting for the Musical Theatre*
- *THE 433 Directing II*
- *THE 440 Senior Studio Workshop*

DESIGN/TECHNICAL THEATRE

- *THE 321 Scene Design*
- *THE 322 Lighting Design*
- *THE 323 Costume Design*
- *THE 498-499 Design/Tech Tutorial*

DANCE

- *DAN 170 Ballet I*
- *DAN 177 Jazz I*
- *DAN 179 Modern I*
- *DAN 300 Dance Composition*
- *DAN 394 Intermediate/Advanced Dance Technique*

MINOR REQUIREMENTS

Nine (9) courses are required.

- *THE 111 Introduction to Technical Theatre*
- *THE 135 Dance for Actors*
- *THE 211 Fundamentals of Theatrical Design*
- *THE 232 Acting I*
- *THE 302 Script Analysis*
- *THE 341 Theatre History I*
- *One (1) elective at the 200-400 level*
- *Two (2) from among these five (5) courses: THE 418, 419, 420, 421 Theatre Production (Technical), or DAN 422 Dance Production.*

There was general discussion and general questions. As the department evolves over the next two years, there may be another revision of the major. The EC accepted the AAC recommendation unanimously.

VI. Intellectual Property (Carrier) – SACS is requiring an Intellectual Property Standard the College must meet. Rollins has no comprehensive policy covering the current SACS standard: 3.2.14 The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. This applies to students, faculty, and staff.

There is limited information in the Faculty Handbook on this topic. ACS has a draft of a comprehensive policy that can be used as a model, and there are other models that can be

examined.

The EC endorses the Provost's office put together, in early fall, a task force made of College stakeholders who will develop a process to accomplish a series of recommendations.

Recommend that A&S and Crummer faculty be involved in deciding principles and that the development of the policy be guided by legal counsel. A report will be made to the EC later in the fall on the progress of the task force.

VII. Institutional Review Board – Carrier. Greenberg conversed with Jim Eck and suggested he and Carrier develop a fact sheet and a timetable for development of an IRB. Eck is comfortable working on this over the summer. There is currently in existence a human subject review board. This IRB will be presented to the whole faculty.

VIII. End of Year Business: There is a practice that Committee Chairs submit a summary of the Committees' works for the year. Greenberg request an end-of-year report from all the committee chairs. It was agreed that reports will be submitted by June 1.

Greenberg thanked all the chairs, dean, and provost for all the contributions, input, and work this year. We presented a number of changes and proposals Eng-Wilmot notified the committee that Don Griffin will serve as chair of F&S for next year.

At faculty meeting tomorrow, Bernal will make a report on the Honor Code; there will be a vote on the graduates, Erdmann will give a report on the admissions. The meeting will include recognition of Rita Bornstein and presentation of gifts from Emeriti and current faculty.

Respectfully,

Susan Cohn Lackman, Secretary