

3-1-2018

# Minutes, College of Liberal Arts Faculty Meeting, Thursday, March 1, 2018

College of Liberal Arts Faculty, Rollins College

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CLA Faculty Meeting Minutes  
March 1, 2018

**In Attendance**

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Agee, Alam, Allen, M. Anderson, Archard, Armenia, Balzac, Baranes, Bernal, Boles, Bommelje, Boniface, Brandon, S-E. Brown, V. Brown, Caban, Cannaday, Carnahan, J. Cavanaugh, Charles, Cheng, Chong, Cooperman, Cornwell, Coyle, Crozier, D'Amato, Davidson, J. Davison, Decker, Diaz-Zambrana, Dunn, Ewing, Fetscherin, Fokidis, Fonseca dos Santos, Forsythe, Framson, Todd, Fuse, Gerchman, Gilmore, Greenberg, Gunter, Habgood, Hammonds, Da. Hargrove, De. Hargrove, Harper, Harwell, Hewit, Homrich, Houndonougbo, Hudson, Jackson, Jones, Jubelt, Kincaid, Kistler, Kline, Kodzi, Lackman, Lewin, Libby, Mathews, McClure, McInnis-Bowers, McLaren, McLaughlin, Mesavage, Montgomery, Moore, Mosby, Murdaugh, Myers, Nichter, Nodine, Norsworthy, O'Sullivan, Paladino, Park, Parsloe, Parziale, Patrone, Perez-Villa, Pett, Pieczynski, Reich, Riley, Roe, Rogers, Rubarth, Russell, Sanabria, Santiago Narvaez, Simmons, Singaram, Singer, Stone, Summet, Sutherland, Tillmann, Vander Poppen, Vidovic, Vitray, Voicu, Walton, Warnecke, Williams, Winet, Witmer, Yankelevitz, Yao, Yu, Zhang.

**Approval of January 25, 2018 Faculty Meeting Minutes**

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**Motion to Approve Minutes from 1/25**

Corrections:

**Motion:** Stone

**Second:** Mesavage

Identified themselves as Mover and Seconder of motion to endorse creation of separate SEB department.

**Motion:** Bommelje

**Second:** Stone

Identified themselves as Mover and Seconder of motion to endorse movement of SEB faculty into division of Social Science Applied.

**Motion:** Fuse

**Second:** Warnecke

**Minutes approved: 86 yes; 2 no; 3 abstain**

## Announcements

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*Governance Elections (See Attachment for Divisional and At-Large Vacancies)*

**Kistler:** Timeline and list of vacancies will be sent via email today. Nominations open today and voting the week after Spring Break. At-large vacancies will be filled at the April Faculty meeting.

*Provost's Report*

**Singer:**

*Sabbatical Planning*

New procedure for '19-'20 sabbatical planning, first proposals will be due in August, asking sabbaticants to plan a bit earlier moving forward. For those eligible for '20-'21 sabbaticals, FYRST grants and preliminary sabbatical proposals will be due sooner in the cycle on April 1, 2019. Allows individuals and departments to plan better for staffing with visitors. Brings requests in line with budgeting process for lines. Allows faculty members to know whether they have FYRST support earlier and to help them partnership with institution to find external funding. 18 months is the general window for securing and authoring external grants.

*Philosophy of Compensation*

POC asked for greater transparency with endowed chair selection. FAC will host colloquium about how to make the process fairer and more transparent. I suggest nominations and self-nominations for open chairs. Once FAC reviews candidates and forwards list of acceptable faculty members to the administration, administration can put folks in those seats.

## Old Business

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*Social Entrepreneurship*

**Motion to Endorse move of Social Entrepreneurship Faculty into Division of Social Sciences Applied.**

**Request to withdraw Motion** (See Attachment)

**Moved:** Warnecke

**Second:** Boniface

**Kodzi:** I supported the move last time. This has been a year-long process and I understood the benefits to the students. What student-centered reason causes the withdrawal of this request? The original plan had momentum, and the move would have helped with the integration across campus that has been discussed here.

**Warnecke:** Students have been drawn into the discussion about the division move and are concerned with the major and its trajectory. False messages are being shared that SE will no longer have business content and it is creating worry among our students. This is about combatting perceptions and alleviating concerns about the major and its move forward. We cannot benefit students if they are uncomfortable because of what other faculty are saying, and this is a formative period of their lives. This is a pause and a reset until the bylaws revision scheduled for next year.

**Montgomery:** How does this affect accreditation?

**Warnecke:** Our curriculum changes are not in order to make it non-AACSB accreditable, we have been working on revisions to the major for a few years and this is about forging connections across campus and creating a more consistent experience for the students from the introduction to the capstone course. There is an institutional commitment to AACSB, but we don't know how the association will react. This gives the Business Division and the administration more time to flesh out the realities of the situation with AACSB.

**Vote: Passes: 78 – yes; 23 – no; 5 - abstain**

#### **Motion to amend CLA Bylaws Article V, Section 4 (See Attached)**

**Moved: McLaughlin**

**Second: Habgood**

**Boniface:** I support this motion. We voted to create this department, even if we did so without 2/3 of a vote in the last meeting, we should support the department to avoid the awkward situation where a department has no divisional home.

**Vitray:** Can we adapt the bylaws to address motions that require bylaws changes to have a threshold of 2/3 for their passage.

**Kistler:** We are discussing bylaws clarifications for the process to add departments to the document.

**Vitray:** Not just for this. For all motions that will need a bylaws change.

**Kistler:** This was a unique situation. We don't create departments. The administration does. We couldn't bring a bylaws change until the administration weighed in on the creation of the Department. Our first vote was an endorsement of a proposal to create the department.

**Vote: passes: 89 – yes; 19 – no; 3 – abstain**

## **New Business**

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*Global Initiatives Committee Proposal (See Attached)*

**Motion to endorse the creation of a single Global Initiatives Committee to replace the International Programs Faculty Advisory Committee and Internationalization Committee.**

**Moved:** McLaren

**Seconded:** Voicu

**Carnahan:** I support the centralization effort. Two specific questions, this is primarily a curricular-driven initiative. The Committee is half-staff, can you explain that? I also worry about the divisional representation on the committee also because of disparities in how frequently different divisions contribute to internationalization.

Beaudin: These were originally a curricular initiative, but now three offices coordinate this activity and are necessary voices for the work of the committee. This should be a cross-campus committee, and we need all the players at the table, we need Holt there as well. This work is heavily staff-involved, and needs both faculty and staff. Internationalization is both curricular and co-curricular. Divisional representation has been an issue of discussion, for precisely the reasons that you articulated. Divisional representation is simple and the standard for governance. Divisional representation also provides an opportunity for divisional faculty to expand their division's involvement.

**O'Sullivan:** I have reservations about the size of this committee. This has the potential to become dysfunctional. Would changes come back to the faculty?

**Kistler:** Committee membership would come back, but perhaps not the charge.

**O'Sullivan:** I'd like to see simpler proposals that have more freedom for committees to evolve over time.

**Davison:** I have a number of concerns. Size of the committee, large staff representation...this is a move to put voting staff members on a committee when we agreed to replace college governance with faculty governance. Why one student when there are three varied student constituencies, although of course the committee already is large? There also is the issue of cost differential for a course release to the college depending upon whether the director is a Crummer or CLA faculty member. But most importantly, why isn't this being considered at the All College level if it is a College level Committee?

**Kistler:** This isn't a CLA committee, it is a committee that we are endorsing, not creating. Therefore, endorsement by CLA is the correct model.

**Beaudin:** Policy would always come through governance and to the faculty.

**Libby:** I would like to see more student representation because they are the population going abroad. Could you define the term staff? Do you mean directors, or non-faculty in general?

**Beaudin:** Yes, these are folks that are directors of international offices or their designees.

**Libby:** This committee will be making very important decisions about internationalization. The decisions about countries of interest, trips, etc., have currently had much faculty input. This seems like a change from prior practice.

**Beaudin:** What we are talking about is a broad approach of where we want to focus, or not. Determining new semester programs and choosing faculty programs are already done by the international Programs Faculty Advisory committee.

**Gunter:** I am concerned about the faculty coordinator and its process for choosing the next coordinator on the basis of the current committee.

**D'Amato:** I worry about the item that talks about RIG grant proposals. Isn't that the purview of the FAC?

**Beaudin:** Internationalization Committee has been reviewing these for as long as I've been here.

**D'Amato:** Doesn't that violate the charge of FAC? Shouldn't faculty determine this?

**Decker:** Initial financial support came from the President's office and were being distributed by a VP. This was handed off to the Internationalization committee when the VP left. We haven't addressed this issue of having FAC take over.

**D'Amato:** This isn't about history. It is about what we should be doing.

**Beaudin:** We have discussed this. The proposal is to maintain the status quo. This committee can think about these proposals in terms of long-term strategic initiatives within strategic planning.

**D'Amato:** We have a model here with CC. The same thing where new committee has a first pass, but RIG grants should be reviewed by FAC.

**Montgomery:** Who is the Director of Global Initiatives?

**Beaudin:** The Head of International Programs – Me

**Fuse:** I agree that the faculty should be evaluating RIG grants. This is a faculty development.

**Chong:** Staff are eligible for these grants. Is FAC appropriate for their review?

**Carnahan:** Where does this committee control money and to what extent is this an advisory committee?

**Beaudin:** There is a budget in the proposal. This is part of strategic planning. We have tons we can do in an advisory context. Money in the committee control would be RIG grants.

**Harwell:** Crummer is also eligible for RIG grants.

**Norsworthy:** After hearing everyone's thoughts, I am thinking that since this is a faculty-staff, all-college committee, I would support having the grants administered by the committee since they are working toward a college-wide internationalization effort. It is my understanding that the grants committee would continue to be comprised of faculty.

**Beaudin:** Currently that committee is CLA faculty, and limited staff representatives.

**Norsworthy:** At this level we need a master plan based on faculty-staff interaction.

**Motion to postpone discussion to the next CLA Faculty Meeting.**

**Moved:** Jones

**Second:** Rogers

**Vote: Approved by voice vote.**

*Tenure and Promotion Review Working Group (See Attached)*

**Motion to endorse proposed slate of Tenure and Promotion Review Working Group**

**Moved: Montgomery**

**Seconded: Fetscherin**

**Davison:** The list is fine, but you need an Assistant professor.

**Kistler:** We thought that a recently tenured professor was a better option. There is one here on the slate.

**Davison:** This impacts Assistants when they come up for full professor.

**Kistler:** We want this group to have cohort meetings that will include Assistant professors.

**Carnahan:** We have an entire department on campus with evaluation of teaching as the heart of their mission, I'm sad there isn't anybody who is from that department. Has anyone on the list chaired-FEC?

**Motion** to call question:

**Motion:** Fetscherin

**Second:** Mathews

**Approved by Voice Vote**

**Motion to endorse slate succeeds: 80 – yes; 6 – no; 3 - abstain**

**Meeting adjourns due to lack of quorum at 1:48pm.**

**Agenda: Meeting of the Faculty of the College of Liberal Arts**

**3/1/18**

1. Approve Minutes from January 25, 2018 CLA Faculty Meeting
2. Announcements
  - a. Governance Elections
  - b. Provost's Report (Provost Singer)
3. Old Business
  - a. Social Entrepreneurship
    - i. Division Move (motion to withdraw from consideration)
    - ii. Vote to change CLA Bylaws Article V, Section 4 (see attached)
4. New Business
  - a. Global Initiatives Committee Proposal (see attached)
  - b. Endorsement of the Proposed Slate for the Tenure and Promotion Review Working Group (see attached)
  - c. Temporary Teacher Certification Minor Proposal (see attached)
  - d. TF 1A Recommendations: Mission Alignment (see attached)
5. Committee Reports
  - a. Curriculum Committee
  - b. Faculty Affairs Committee
  - c. Executive Committee



ROLLINS

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S O C I A L   E N T R E P R E N E U R S H I P

# Why Did We Propose to Move to SSA Division?

- Process of curricular evolution in the major
- Support of Rollins Strategic Planning Framework
- Alignment of program mission



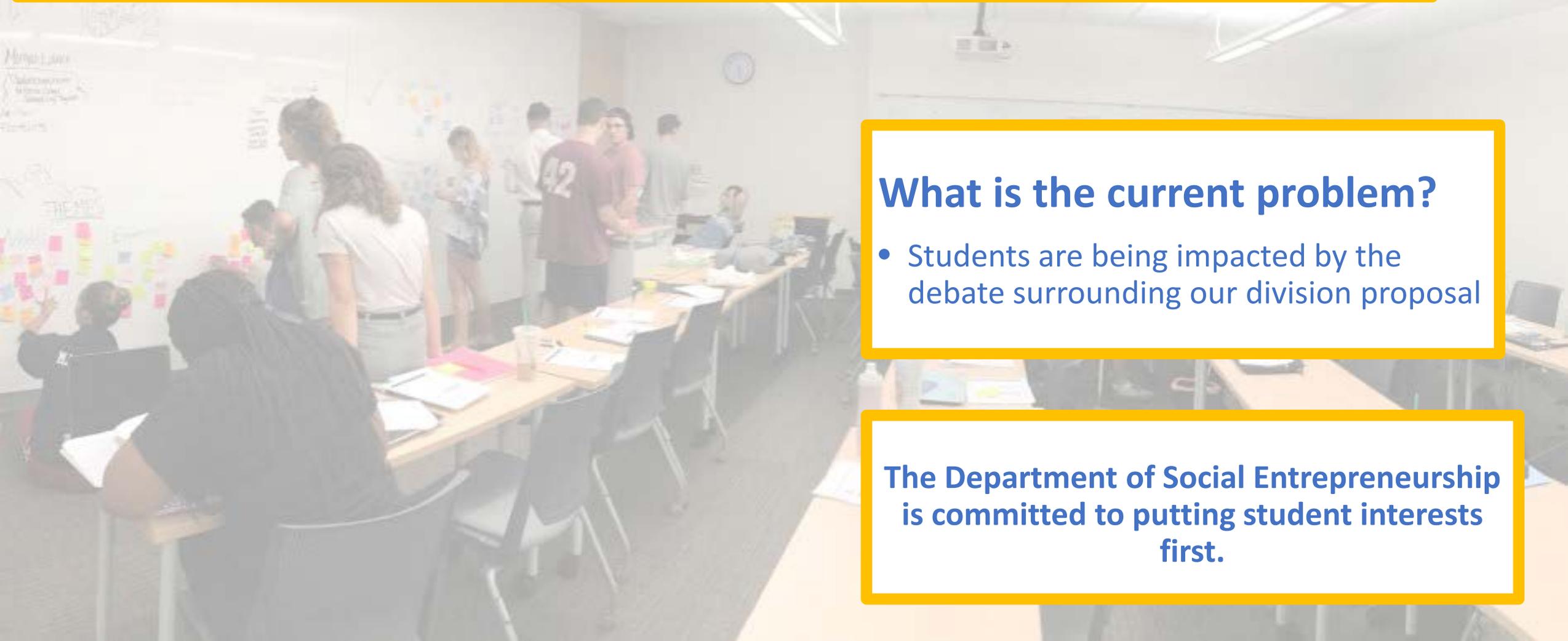
## What has changed in the last year? What is different from expected?

- SI major approved; no shared required courses or common core with SE
- CLA faculty reaction to division proposal

## What is the current problem?

- Students are being impacted by the debate surrounding our division proposal

**The Department of Social Entrepreneurship is committed to putting student interests first.**





## Our new plan:

- Proceed with revised, approved curriculum and our independent, approved department
- Withdraw motion to move to SSA Division
- Request to move SE Dept. to Div. of Business
- Take one year to re-evaluate the situation
- In one year, we may revisit our proposed division move to SSA. Students come first!

## Article V

### Governance Structure

#### Section 4. Procedures

The College of Liberal Arts divisions and their constituent units are:

**Expressive Arts:** Art and Art History, Music, and Theatre and Dance;

**Humanities:** English, Modern Languages and Literatures, Philosophy and Religion, and Critical Media and Cultural Studies;

**Science and Mathematics:** Biology, Chemistry, Environmental Studies, Mathematics and Computer Science, Psychology, and Physics;

**Social Sciences:** Anthropology, Economics, History, Political Science, and Sociology;

**Social Sciences (Applied):** Communication, Graduate Studies in Counseling, Education, Olin Library, and Health Professions;

**Business:** Business and Social Entrepreneurship

**Rollins College**  
**Center for Global Initiatives Committee**  
**Proposal**

The proposed Center for Global Initiatives committee will be a standing college committee that will report to the Provost. It will replace the existing “International Programs Faculty Advisory Committee” and the “Internationalization Committee”.

**Functions of the Global Initiatives Committee:**

1. Contribute to a strategy for internationalization and make decisions about programming including:
  - a. Determining countries or regions of focus
  - b. Determine policies and practices for the establishment, staffing, and funding of permanent centers related to internationalization, if any.
  - c. Contribute to establishing institutional goals for strategic and appropriate targets for the number of international students on campus
  - d. Setting institutional goals for a strategic amount and diverse types of global learning and engagement opportunities in- and out-of the classroom and on- and off-campus.
  - e. Supporting efforts towards improved integration of international experiences into students’ curricular and co-curricular activities
2. Allocate substantial internal funding for internationalization efforts, outside of specific department/office budgets, in accordance with strategic goals and needs (see budget)
3. Align visiting scholars, speakers, events and programs with curricular and co-curricular goals and needs for internationalization.
4. Support efforts to assess and benchmark internationalization activities and programs
5. Review RIG group trip proposals and RIG grant applications
6. Consult on the development of new semester and summer study away programs, and review and select field study/summer programs for the following academic year.
7. Consult on academic policies involving or affecting study abroad/away or other internationalization programming and policies or processes that impact or involve faculty.

**Committee Structure**

1. Faculty Coordinator:
  - May be a Crummer or College of Liberal Arts Faculty member
  - Receives one course release or a stipend
  - Three year term
  - Open call to faculty for applications. Current committee members elect the Faculty Coordinator from the applicant pool.
  - Formal appointment is by the Provost.
2. Director of Global Initiatives
  - Standing appointment to committee
3. International Student and Scholar Services Representative
  - Standing appointment to committee
4. International Admissions Representative
  - Standing appointment to committee

5. Six Divisional Elected College of Liberal Arts Faculty Representatives
  - 2 year terms
6. Holt Representative
  - Appointed through the Hamilton Holt School (process TBD)
  - A staff member who works extensively with Holt students
  - 2 year term
7. Crummer Representative
  - Selected by the Crummer faculty
  - 2 year term
8. One At-Large Elected Staff Representative
  - Elected by staff through email ballot process
  - 2 year term
9. One Student Representative
  - 1 year term
  - Open to CLA, Holt, and Crummer (selection process TBD)

#### **Faculty Coordinator of Global Initiatives– Position Description**

1. Chair the Global Initiatives Committee
2. Deliver reports on behalf of the Global Initiatives committee to the Executive Committee of the Faculty of the College of Liberal Arts
3. Represent the Global Initiatives Committee as needed at College of Liberal Arts faculty meetings, Crummer faculty meetings, governance committee meetings and/or other campus committee meetings
4. With the Director of Global Initiatives
  - i) Gather information and prepare documents as needed to guide committee discussions on strategy and programming (i.e. research on best practices, program proposal documents, research on program options, budget analyses, etc.)
  - ii) Research potential connections and opportunities with the global communities of Central FL and support development of programming that supports the strategic goals of the center and the College mission
  - iii) Support efforts towards improved integration of international experiences into students' curricular and co-curricular activities including gathering information and documentation as needed, researching best practices, coordinating discussions with the faculty and campus community, developing proposal documents, etc.
  - iv) Support assessment of the RIG grant program
  - v) Provide leadership for innovative international programming such as virtual exchange, collaborative online international learning, and languages across the curriculum.

#### **Director of Global Initiatives**

1. Oversee Center for Global Initiatives budgets including ongoing and annual reconciliation. Allocate internal funding for internationalization efforts in accordance with strategic goals and needs and with committee approval for substantial expenditures

2. Work with Advancement on fundraising efforts that support the goals of the Center including creating budget proposals, white papers and other documents. Develop and submit grant proposals in accordance with strategic goals.
3. Assessment of Center for Global Initiatives administrative effectiveness and student learning outcomes related to co-curricular programming.
4. Support and expand involvement with the global communities of Central FL and publicize opportunities to make global connections in Central Florida
5. Increase faculty and staff capacity for supporting students in integration of and reflection on global experience through intercultural competency development for faculty and staff
6. Provide leadership and program oversight for Dual-Degree programs
7. Manage local and global partnerships with universities and organizations
8. With the Faculty Coordinator:
  - vi) Gather information and prepare documents as needed to guide committee discussions on strategy and programming (i.e. research on best practices, program proposal documents, research on program options, budget analyses, etc.)
  - vii) Research potential connections and opportunities with the global communities of Central FL and develop and provide ongoing management for programming that supports the strategic goals of the center and the College mission
  - viii) Support efforts towards improved integration of international experiences into students' curricular and co-curricular activities including gathering information and documentation as needed, researching best practices, coordinating discussions with the faculty and campus community, developing proposal documents, etc.
  - ix) Conduct and support assessment of the RIG grant program
  - x) Provide leadership and ongoing management for innovative international programming such as virtual exchange, collaborative online international learning, and languages across the curriculum

### **Center for Global Initiatives Budget**

A budget of approximately \$315,000 for the Center for Global Initiatives was proposed by the internationalization strategic planning task force and a funding proposal has been incorporated into the Capital Campaign as one of the College strategic priorities. This budget would fund the continuation of the RIG grants for group and individual travel, student scholarships for study, service, research, and internships abroad, other internationalization initiatives and events, and allow for additional staffing to support this work. Some of the proposed functions of the Global Initiatives Committee, Faculty Coordinator, and Director of Global Initiatives are dependent on these additional funds. However, establishing this new structure does not require additional resources and some of the proposed work can and should begin now, in advance of any secured funding.

## Ad Hoc Tenure and Promotion Review Working Group

### **Overview:**

Periodic review of Rollins Tenure and Promotion process ensures that it is fair and equitable and that it provides clear guidance to faculty colleagues and supports the ongoing development of our faculty. The Executive Committee is charging a group of CLA faculty with conducting a review of our current process.

### **Working Group Composition:**

Seven members: Six divisional representatives, ideally with rank of full professor, one associate professor representative

Business:	Tim Pett
Expressive Arts:	Dan Crozier
Humanities:	Margaret McLaren
Natural Sciences:	Stacey Dunn
Social Sciences:	Dexter Boniface
Social Sciences—Applied:	Jonathan Harwell
Associate Representative:	Nancy Decker

### **Charge:**

The Tenure and Promotion Review Working Group is charged with a holistic review of the tenure and promotion process, culminating in a written report, including findings, conclusions, and recommendations. Topics to be considered include, but are not limited to:

1. Consider the following topics as relevant to our tenure and promotion review process:
  - a. Possible inequities across departments resulting from substantial differences in the amount of scholarship produced
  - b. Assessment of teaching quality in light of a growing body of research on measuring and assessing teaching quality and student learning, including peer review of teaching
  - c. Appropriate balance of teaching, scholarship, and service, including advising
  - d. Role of community-engaged scholarship/public scholarship in light of our strategic priorities
  - e. Digital publishing and other changes in scholarly publications
  - f. Potential of external evaluation of scholarship in assessing the overall quality of scholarly work
  - g. Role of our associate professors in the tenure and review process
  - h. Procedural issues in the tenure and promotion process
  - i. Standardizing criteria for eligibility for tenure and promotion review
  - j. (Annual) evaluation timeline for untenured faculty members
  - k. Research tenure and evaluation processes at our benchmark schools and gather data on evaluation processes from Rollins faculty that have served on evaluation committees at other colleges and universities
2. Consult with FEC, EC, and members of the administration about the above issues
3. Develop a timeline for this work and its completion