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## Minutes, Arts & Sciences Academic Affairs Committee Meeting, Thursday, March 1, 2007

Arts & Sciences Academic Affairs Committee

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## Academic Affairs Committee Meeting Minutes

### March 1st, 2007

In Attendance: Sharon Carnahan (Chair), Jay Yellen, Debra Wellman, Dana Hargrove, Thomas Moore, Marie Shafe, Ed Cohen, students: Brett Heiney, Greg Handrahan, Sara Patrick, and the 4C committee members: Scott Rubarth, Jenni Cavanaugh and Dorothy Mays.

1. The minutes from the February 22nd, 2007 meeting were approved.
2. Old Business:
  - a. Internship Proposal update: The executive committee will now look at the proposal and decide when these guidelines will go into effect. We now need a review sub committee to go over the appeals, Thom Moore, Marie Shafe and student Brett Heiney offered to serve on this sub committee.
  - b. Off Campus Studies: Jay Yellen and Sharon Carnahan have volunteered to write a draft of Off Campus guidelines to bring back to the AAC. Sharon asked if a student would like to be involved -Sara Patrick offered.

3. New Business:

Sharon met with Hoyt Edge and Debra Wellman previously to discuss the 4C and how their responsibility ends at the end of this semester, a new committee or group will have to be in place for the fall, it is AAC's job to recommend the way forward with this process.

Meeting with 4C Committee, chair Dorothy Mays and members Scott Rubarth and Jenni Cavanaugh for an update.

Dorothy Mays: Research is coming in, more newsletters will be coming out every few weeks as well as more surveys, trying to get conversations going, will meet with students also. There is a new improved website that will hold much of their information and research. There will also be some mini videos made of individual faculty talking about curricular reform, these can be shown at faculty meetings and put on the website to get people more engaged.

Scott said that it is not the problem of getting faculty engaged but of sustaining the engagement esp over long winter breaks and summer breaks.

Dorothy: One of the charges of the 4 C was to develop a timeframe. From research, it is a 5 year process. Looking at other peer schools it seems to take 3-4 years sometimes longer and sometimes they fail. Looking at two that failed it seems happen when a new curriculum is presented to the faculty without involving them through the process.

Dorothy presented some choices for the way ahead:

- 1- Have one big committee that talks to people and shares information.
- 2- Several small sub committees on topics such as a committee on the first year experience, or a committee on global experience.
- 3- Or What Rice did, Tag Team Committees a- structure committee b- getting it passed by the faculty c- implementation

These are the 3 main models that they have seen for from their research. Also from their research they found that people were always compensated for being on these committees whether course releases or stipends.

At the faculty meeting today Dorothy is going to present some of the research and frameworks for curriculums and then the features of the curriculum to draw a distinction and so we have a common vocabulary.

The RCC seems to be weighted down with features and is overloaded, the answer is to integrate curricular features into the framework of the curriculum.

Other things they have done:

They have produced an educational crash course on curriculum with the help of Sandra Blossey. This will go on the website.

Survey results will also go on the website, the first survey was on General Education. Dorothy asked for input on questions that should be dedicated to the next survey.

Sharon- The issue of size of a major. A review of Models of learning in a handout to further develop a common vocabulary.

Ed- Interested in knowing how the faculty feel about the four models of curriculum, to perhaps narrow the options.

Thom drew attention to the misleading data within the table on hrs and credits.

Dorothy admitted this mistake. We require the equivalent of 35 courses to graduate which is in the middle of the schools listed, we aren't the most weighty curriculum after all.

Ed asked about the appointment of further committees, Dorothy said it is more likely that we will be recruiting faculty since most of it will take place during the summer.

Sharon asked about the barriers to curriculum reform at Rollins.

Dorothy said that the chair should have support whether financial or secretarial.

Also it seems faculty get very territorial and threatened when certain issues come up.

Debra said that there might be a need for some training in 'change' and how to go about it.

Tom is interested how there may be a consensus on some issues across divisions and suggests some meetings with divisions and the division chair.

Debra suggests that each division meet separately to sit down and come up with consensual answers to a division specific survey.

Sharon suggests that the colloquia next year be split into divisions.

Marie suggested that there be a consultant trained in facilitation and the aspects of change, who attends the divisional meetings.

Scott is a little worried about the process of splitting into divisions since it is the question of creating a curriculum rather than various curricula.

Tom is interested in knowing how the faculty feels about teaching specific courses for non-majors.

Sharon stated that the participation of junior faculty in this process is critical since it will be their curriculum.

The next AAC meeting will be on March 8th 8:15am in the Warden Dining Room

Dana Hargrove, Secretary