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Minutes, Arts & Sciences Executive Committee Meeting, Tuesday, December 9, 2003

Arts & Sciences Executive Committee

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Minutes of the Meeting (Approved)
Executive Committee of the Arts and Sciences
December 9, 2003

Members attending: R. Bornstein, H. Edge, Y. Greenberg, P. Bernal, L. Eng-Wilmot, S. Klemann, S. Lackman, R. Casey, P. Lancaster, Guests: C. McAllaster, J. Higgins (Crummer)

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

II. Approval of Minutes: The minutes of the meeting of November 18, 2003, were approved as presented.

III. Remind Committee Chairs to send minutes of your meetings to Lynda Murphy so they may be posted on the web in a timely fashion.

IV. Discussion of Procedure for Revising the Mission Statement

Greenberg: As a follow-up to the Colloquium on Institutional Identity on December 5, 2003, Deans have met, and there have been several conversations since that colloquium. We want to make the mission statement as inclusive as possible, while adhering to the values we all hold.

Casey: The two largest issues we have at hand (a) writing a mission statement, and (b) issue of legitimacy, that various constituencies buy into the final product. We have a participatory process that brings forth a process by which both faculties can have input into the creation of this document. To have a valid process is the most important mission at hand now.

Dr. Bornstein [reviewed the path to the present in constructing the mission statement]. We are looking for a mission statement that includes various parts of the institution, recognizes all parts of the college, and that we can meet at a full faculty meeting to approved the consensus statement.

McAllaster: The original mission statement came up and was approved and accepted by the Crummer faculty. After it was changed, Crummer faculty was concerned that the new president might not read the mission statement as the current president does. Crummer factuly want to preserve as much as possible what came out of planning committee.

Lancaster: I concur that I also want to preserve as much as possible what came out of planning committee. I want to continue to have the full, two-paragraph version of the mission statement as is. The complete and detailed mission statement is inclusive and is part of a large faculty effort and is clearer about the important parts of the identity of the college... We are close to what we want, but it needs some minor changes.

Greenberg: Today we are to discuss not the content, but focus on the procedure.
Bornstein decided to convene an Executive Council of the College (generally the Executive Committee of A&S, plus the deans, plus the President of the Crummer faculty). Greenberg suggested it will meet the first week of January with the goal of coming up with a mission

statement. Casey offered an all-college conversation on January 9, with the whole faculty invited to the Day of Scholarship lunch, followed by the conversation. The President's office will get the history of all mission statements, 1992 and revisions.

V. Institutional Review Board: discussion on original proposal from Sharon Carnahan. Jim Eck is on the board. An attorney has not yet looked at proposal, and Bornstein said Crummer should have an opportunity to examine the proposal since it was institution-wide. It was decided that Sharon Carnahan and Jim Eck meet with Crummer and Holt and come to the Executive Council with a proposal.

VI. Chairs Report:

Hoyt Edge, representing the Professional Standard Committee, proposed a plan for post-tenure review; it is in the Bylaws and demanded by SACS. The bylaws agree with the developmental nature of the review. The major changes: the main review is self-review, and the evaluations will be tied to the 7-year sabbatical plan. The core of the plan is item #3 (context), which will help the institution and the faculty member plan for the sabbatical. #4 – the self-evaluation will be attached to the application for sabbatical. Page 1 is a list of questions that might assist the professor in writing the plan. This is to take place in the spring of the 5th year, going into the 6th year (the year before sabbatical). Also included are the bylaws changes.

Klemann: Why "citizenship" and not "service"? Accepted as friendly amendment.

Eng-Wilmot: This plan seems clear and workable.

Edge: The onus is on the faculty member to prepare the evaluation with the department.

Klemann: Do we have real structural guidelines as to what should be achieved on a sabbatical?

Casey: I would say 75% of the faculty, before going on sabbatical, converse with Dean before going on sabbatical.

Edge: There is additional support coming with the Cornell money and other additional monies for faculty development. This is important for us, not only to meet the SACS requirement.

Bornstein: Until we become serious about this policy, then we cannot attain the next level of faculty development.

Edge: You could count requirements of Critchfield as a guideline to an expectation of what is done on a sabbatical.

Greenberg: There aren't enough guidelines for the Department to do during the evaluation.

What happens to the classroom visits, etc.?

Edge: The Department is to respond to the self-evaluation.

Klemann: It seems like this is a user-friendly policy.

Edge: There are no teeth at all in the current system. It has to be user friendly, or it will not be effective.

Meeting adjourned at 1:52.

Respectfully submitted,

Susan Cohn Lackman, Secretary