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The College of Liberal Arts Faculty Minutes

College of Liberal Arts Minutes and Reports

3-12-2020

Minutes, College of Liberal Arts Faculty Meeting, Thursday, March 12, 2020

College of Liberal Arts Faculty, Rollins College

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Minutes of the Regular Meeting of the Faculty of the College of Liberal Arts
March 12, 2020
12:30-1:45

Presiding: Paul Reich, President of the Faculty

Recording minutes: Jennifer Queen, Vice President of the Faculty/Secretary

Members in attendance: Agee; Aggarwal; Althuis; Baldwin; Balzac; Barnes; Barreneche; Boles; Bommelje; Boniface; Brandon; Brannock; S. Brown; V. Brown; Cannaday; Carnahan; G. Cavenaugh; J. Canvenaugh; Charles; Cheng; Chong; Cody-Rapport; Cooperman; Davidson; D. Davison; DeLorenzi; Dennis; Diaz-Zambrana; DiQuattro; Douguet; Ebin; Elva; Ewing; Fetscherin; Fokidis; Forsythe; Framson; M. Fuse; Garcia; Gerchman; Gilmore; Gonzalez Guittar; Greenberg; Griffin; Gunter; Hammonds; Harwell; Hewit; Homrich; Hudson; Johnson; Kadiyala; KC; Kiefer; Kincaid; Kistler; Kline; Kupetz; Lewin; Lines; Littler; McClure; McLaren; McLaughlin; Miller; Moore; Morrison; Murdaugh; Myers; Newcomb; Nichter; Niles; Nodine; Norsworthy; Ouellette; Park; Parsloe; Pett; Pieczynski; Pistor; Poole; Prosser; Queen; Reich; Riley; Robertson; B. Robinsn; F.Robinson; Roe; Russell; Sahn; Sanabria; Savala; Sardy; Sen; Simmons; Singer; B. Stephenson; P. Stephenson; Stone; Summet; Svitavsky; Teymuroglu; Tome; VanderPoppen; Vidovic; Voicu; Warneke; Wellman; Williams; Wunderlich; Yankelevitz; Yao; Yellen; Yu; W. Zhang; Zimmerman

Invited guests: Denise Snyder

- I. Meeting called to order at 12:34.
- II. Approval of Minutes from February 20, 2020 CLA Meeting
 - a. Dexter Boniface moved to approve the minutes. Marianne DiQuattro seconded.
 - b. Voice vote: Lots yes votes, 1 no vote, no idea how many abstentions. Motion passed.
- III. Announcements
 - a. Grant Cornwell announced the names of the CLA faculty who have been successfully approved by the board of trustees for promotion and tenure (see attached).
 - b. Paul Reich announced that governance elections are happening over the next few meetings (see attached for vacancies). Divisional nominations will continue through March 27. Please keep in mind the CLA conversations about the need for rank diversity on these committees at the last regular meeting, and consider nominating yourself (or others) for this important work. Please email Paul directly.
- IV. Committee Reports
 - a. Executive Committee waived its time.
 - b. Curriculum Committee waived its time.
 - c. Faculty Affairs Committee waived its time.
 - d. COVID-19 Planning; Susan Singer and Denise Snyder reporting.
 - i. Denise gave appropriate medical information (see attached).

- ii. Susan briefed on the switch to virtual instruction outlined in an email to all students and faculty earlier in the day. Thanks for all the flexibility and resilience. Overarching principle driving this decision is de-densifying our campus. While important in classrooms and meetings, more important in residence halls. When you are asleep, you can't cover your cough. All are concerned about our students. We are not setting anyone outside on the curb with a suitcase. There is an exception form students can fill out to stay in dorms, but decisions will be made on a case by case basis. Faculty Research and Development Committee should move ahead with funding decisions regarding Summer Student-Faculty Collaborative Research. FEC needs to keep going on mid-course reviews. We will not evaluate any colleagues on their ability to teach in a virtual environment as this is not what we were hired to do. No decision yet regarding maymester. Trying to prioritize decisions based on timing and available information. We can't predict right now. Take time to reflect on your spring break plans. Come back healthy and sound on March 23rd. Our goal is to keep doing synchronous classes. It is not who we are to simply put an assignment on canvas and tell students that is your work for the week. Grant interjected, "The college is open. We are conducting business. We are engaged in dedensifying, but we should really be here. Use your classroom." Susan continued briefing, reminding all to not take any chances with health. Share ideas with people and be outside the box, but be safe. Science Division is ordering headphones with microphones for all faculty. College can support with items like this for others if needed.
- Q: What about internships at local companies? A: Covid team needs more time to evaluate. Federal work study continues on campus. There is a whole range of interns, but if schools goes virtual they might be able to complete the internship. Our goal is equitable response.
- Q: What happens with people hourly workers for Sodexo in locations not open? And seniors? A: Ed Kania is working on budget and all our staff are working. Only keeping Skillman open and we will need to keep cleaning so people may be reassigned. Grant clarifies: This is true for all Rollins employees. Sodexo employees are not ours. We do not control those decisions. Susan continues answer: Student Affairs and Academic Affairs staff will be holding office hours for students in Fox Den tomorrow to answer questions.
- Q: (1) Child Development Center will remain open until we are told otherwise. Small children are not vulnerable. We do have one immunovulnerable teacher so we are being creative. (2) Please tell Nancy Chick that we would love a regular face to face meeting where we could talk about distance learning. A: Great idea.
- Q: What's a solution for students who do not have access to regular internet or computers? A: Rob is working on this especially for Holt where we have a larger population of these students. Olin and there computer labs will remain open for time being with increased cleaning schedule. Additionally, right now most public libraries are open. Also let students know they can phone into a WebEx for audio only.

Q: What is the college response to teams? A: Sports teams or entrepreneurial pitch teams? Crummer has a very strong pitch competition that will be going virtual. Grant answered: Spring sports schedules are cancelled. I called a meeting of the presidents of the sunshine state conference. We are out in front of the rest of the conference, but the conference is becoming an outlier. Many division 1 & 3 conferences have already cancelled.

Q: If we are supposed to run a normal schedule, how do we handle time changes?

A: International conferences happen virtually all the time. Jet lag is real. You might talk to those students about shifting sleep schedules. Alternatively, consider recording the WebEx meeting and posting it in Kaltura with an embedded link in your Canvas course.

Q: Given the justification of de-densification, can we still convene meetings with 3-4 students doing research? A: Cannot accommodate these students residentially on campus.

Q: If there are ON campus for another reason, can they come to my lab? A: Yes, but we will not be granting permission to stay to do research.

Q: How will registration work? Specifically any paper and pencil requests. A: Stephanie has been thinking about this for at least a week. Keep your eyes on your email.

Q: If students cannot complete the 16 hours service learning for community engagement courses, how are we to handle it? A: The Dean is teaching one and has an answer. Dean Cavanaugh answered: Actually, I don't have an answer. But you should be getting an email from Meredith Hein soon with a variety of options. If you have specific concerns reach out to that office.

Q: Could you talk a little about the financial impact this is going to have? A: It's too early. Grant answered: We have a preliminary analysis indicating that the prorated room and board that we will be refunding will be \$4million. There will be some offsets in cost savings.

Q: Is plan for advising for Fall classes happening via Webex? A: Yes. Maybe have a large one for all advisees to get general information across and then short follow-ups.

Q: Will student still be able to access CAPS? And who should we be referring to financial hardships about returning to family? Who should we be referring to?

A: CAPS is exploring if WebEx is HIPAA compliant. For faculty know that we have Teledoc. Dean of Students is point person for student care. Please remember that the current plan is to set up Sutton Apts as places for students that can't go home or can't afford to go home.

Q: What if we have students who are living on campus or are local and want to come to face to face? A: It's an issue of inequity. If we are teaching virtually, then we all need to be teaching everyone virtually.

- V. Paul Reich advised that the business of the faculty will continue the rest of the semester and we will pick up items on the original agenda at later meetings in April.
- VI. Motion to adjourn by Bill Boles. Jennifer Queen seconded. Meeting adjourned at 1:30pm.

TENURE & PROMOTION

College of Liberal Arts

Tenure/Promotion to Associate Professor

Hannah Ewing, History

Joshua Hammonds, Communication

Nick Houndonougbo, Business

Amy McClure, Sociology

Dan Myers, Computer Science

Ellane Park, Chemistry

Jay Pieczynski, Biology

Jamey Ray, Music

Steve Schoen, Critical Media and Cultural Studies

TENURE & PROMOTION
College of Liberal Arts

Tenure/Promotion to Professor
Nancy Niles, Health Professions

ELEVATION TO EMERITUS STATUS

College of Liberal Arts

Elevation to Emeritus Status

Alicia Homrich, Professor Emerita

Harry Kypraios, Associate Professor Emeritus

Susan Lackman, Professor Emerita

Cecilia McInnis Bowers, Professor Emerita

Maurice O'Sullivan, Professor Emeritus

Don Rogers, Professor Emeritus

Richard Vitray, Professor Emeritus

CLA Standing and All-College Committees

2020 Vacancies

CLA Standing Committees

Divisions	Executive Committee	Curriculum Committee	Faculty Affairs Committee	Faculty Research and Development Committee	Faculty Evaluation Committee
Business	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<u> </u> (2020-2022)
Expressive Arts	<u> </u> (2020-2022)	<i>Caitlin Mohr</i> (2019-2021)	<u> </u> (2020-2022)	<i>Robin Gerchman</i> (2019-2021)	<i>Dana Hargrove</i> (2018-2021)
Humanities	<i>Scott Rubarth</i> (2019-2021)	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<i>Denise Cummings</i> (2019-2021)	<i>Mario D'Amato</i> (2019-2022)
Science and Mathematics	<i>Jennifer Queen</i> (2019-2021)	<i>Valerie Summet</i> (2019-2021)	<i>Rachelle Yankelevitz</i> (2019-2021)	<i>Kathryn Sutherland</i> (2019-2021)	<u> </u> (2020-2023)
Social Sciences	<i>Dan Chong</i> (2019-2021)	<i>Martina Vidovic</i> (2019-2021)	<i>Don Davison</i> (2019-2021)	<u> </u> (2020-2022)	<u> </u> (2020-2023)
Social Sciences-Applied	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<u> </u> (2020-2022)	<i>Jie Yu</i> (2019-2021)	<i>Jim McLaughlin</i> (2019-2022)
At-Large Rep #1	<i>Paul Reich</i> (2019-2021)	<i>Brian Mosby</i> (2019-2021)	<i>Ashley Cannaday</i> (2019-2021)	<i>Jenn Manak</i> (2019-2021)	<u> </u> (2020-2023)
At-Large Rep #2	n/a	<u> </u> (2020-2022)	<i>Leslie Poole</i> (2019-2021)	n/a	n/a
At-Large Rep #3	n/a	<u> </u> (2020-2022)	<i>Samuel Sanabria</i> (2019-2021)	n/a	n/a
At-Large Rep #4	n/a	<i>Brendaliz Santiago-Narvaez</i> (2019-2021)	n/a	n/a	n/a

All-College Committee Membership

Divisions	Diversity Council	Global Initiatives Committee
Business	<u> </u> (2020-2022)	<u> </u> (2020-2022)
Expressive Arts	<u> </u> (2020-2022)	<i>Hilary Cooperman</i> (2018-2021)
Humanities	<i>Patricia Tome</i> (2019-2021)	<i>Alberto Prieto-Calixto</i> (2019-2021)
Science and Mathematics	<i>Samantha Fonseca Douguet</i> (2019-2021)	<i>Zack Gilmore</i> (2018-2021)
Social Sciences	<i>Stephanie Gonzalez Guittar</i> (2019-2021)	<u> </u> (2020-2022)
Social Sciences-Applied	<i>Stephanie Kincaid</i> (2019-2021)	<u> </u> (2020-2022)

All-Faculty Appeals Committee

	<i>Lee Lines</i> (2018-2021)
	<u> </u> (2020-2023)
	<i>Dexter Boniface</i> (2019-2022)
Alternate	<i>Rachel Newcomb</i> (2018-2021)
Alternate	<i>Stacey Dunn</i> (2018-2021)

Student Life Committee

Voting Members	<i>Jonathan Harwell</i> (2019-2021)
	<i>Nancy Niles</i> (2019-2021)
	<i>Sarah Parsloe</i> (2019-2021)
	<u> </u> (2020-2022)
	<u> </u> (2020-2022)
	<i>Karla Knight</i> Staff Rep
	<i>Dahlia Lilleslatten</i> Student Rep/SGA



COVID-19

Rollins College Wellness Center

Denise Snyder, ARNP

Assistant Director of Health Services

Family Nurse Practitioner



Symptoms

- ▶ Fever
- ▶ Cough
- ▶ Shortness of Breath

- ▶ Symptoms appear within 2-14 days post exposure.
- ▶ Symptoms can range from mild to severe.
- ▶ Approximately 80% of cases are mild



How it is spread

Coronavirus officially became known as COVID-19 on February 11, 2020
In COVID-19, 'CO' stands for 'corona,' 'VI' for 'virus,' and 'D' for disease.

- ▶ Imported cases of COVID-19 in travelers have been detected in the U.S.
- ▶ Person-to-person spread of COVID-19 was first reported among close contacts of returned travelers from Wuhan in January.
- ▶ During the week of February 23, CDC reported community spread of the virus that causes COVID-19 in California (in two places), Oregon and Washington.



Florida Updates



- ▶ March 1st - Tallahassee, Fla. — The Florida Department of Health (Department) has announced there are two presumptive positive cases of 2019 coronavirus disease (COVID-19) in Florida. Both individuals remain in isolation at this time. Despite these cases in Florida, the overall immediate threat to the public remains low.
- ▶ As of March 10th 21 Florida Residents and 2 deaths, 155 test results pending.
 - ▶ 16/21 of Florida Residents are travel related
 - ▶ Average age of FL resident 65
- ▶ As of March 10th total cases in US 647 and 25 deaths nationally.



Prevention



- ▶ Currently, there is no specific antiviral treatment recommended for COVID-19. There is no vaccine to prevent this virus, and the CDC advises the best way to prevent infection is to avoid being exposed to this virus. Here are everyday actions to help prevent the spread of all respiratory viruses:
 - Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
 - Avoid touching your eyes, nose, and mouth with unwashed hands.
 - Avoid close contact with people who are sick.
 - Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - Clean and disinfect frequently touched objects and surfaces.
 - Stay home if you have a fever related illness.



Prevention & Planning



- ▶ The CDC does not recommend that asymptomatic, healthy people wear a facemask to protect themselves from respiratory diseases, including COVID-19. Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others.
- ▶ Review upcoming travel plans via CDC guidance and State Department notifications as this information is rapidly changing.



COVID-19 Response Team

- ▶ We have one main goal in our planning and preparations for the Rollins College Community:
 - ▶ To protect the safety of our students, faculty and staff of the College
 - ▶ Our planning is guided by the U.S. Center for Disease Control, the State of Florida Health Department and the Orange County Health Department.