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Minutes, Arts & Sciences Academic Affairs Committee Meeting, Thursday, February 2, 2006

Arts & Sciences Academic Affairs Committee

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Academic Affairs Committee Meeting Minutes February 2, 2006

In Attendance: Richard Lima, Jay Yellen, Carolyn Carpan, Dana Hargrove, Roger Casey, Wendy Brandon, [Mark Anderson](#), and SGA representatives Annie Clayton, Nick Tanturri, and Eddie Mehnert.

1. Old Business

- a. The minutes of the January 19, 2006 meeting were approved with minor corrections.
- b. Announcements – Roger Casey announced personnel changes that are taking place this semester. Roger sent an email with the details shortly after the meeting. The text of the email reads:

Donna O'Connor, Director of Study Abroad and Off-Campus Programs, has announced her resignation effective Feb. 10. Donna has served the College for 14 years. I invite you to join me in congratulating her on her service to the school and wishing her well at a reception next Friday from 2-4 in the International House.

Sandra Chadwick Blossey, Director of the Christian A. Johnson Center for Effective Teaching, will be leaving her position after ten years of service at the end of this academic year. Later in the term, we'll have a chance to say more and to thank Sandra for all she has done for the College.

Over the coming weeks, I will be bringing together a team of faculty to discuss the future of both of these positions and to form search committees to seek replacements. In the interim, **Tracie Cervero** will be expanding her duties in the International House for the remainder of spring term.

Finally, **Jenifer Leon** will be joining us the first week of March as the Coordinator of International Student Services. Her office is housed in T.J.'s and serves the needs of all international students at Rollins, especially in the area of federal compliance and visa services. We have recruited her away from Pace University in NYC, where she currently works in the same role. She holds a Masters in Asian Studies, a BA from Gettysburg College, and has significant international experience in Japan and South America, particularly Ecuador.

- c. We spent most of the meeting discussing our concerns about the proposed changes to the Biology major. Roger Casey shared Biology Major student transcripts indicating most students (17/18) take at least one extra Biology course. Roger also told us that registration numbers for 2006 show under-

enrollment in upper level lab courses and General Education Biology classes are full with waiting lists. After a lengthy discussion, we were unable to make a decision, so we agreed Mark Anderson will ask Eileen to respond to the following questions:

- Will students really be able to take only 8 hours of electives under the proposal? How can students take 8 hours of electives and get the minimum total of 62 hours?
- Are students taking BIO 344 Journal Club instead of other courses?
- What are the 4-hour courses offered in the department and how often are they offered?
- Can the department show us their syllabi for the new 2-hour courses that Eileen mentioned when she met with the committee?

Mark will invite Eileen to speak to the committee again to answer these questions if she wants to join us at our next meeting, otherwise he will bring her responses back to the committee.

Our next meeting will be Thursday, February 16, 2006 at 8 am in the Warden dining room. Breakfast will be available.

Carolyn Carpan,
Secretary