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Minutes, Arts & Sciences Academic Affairs Committee Meeting, Thursday, April 4, 2006

Arts & Sciences Academic Affairs Committee

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Academic Affairs Committee Meeting Minutes

April 4, 2006

In Attendance: Richard Lima, Jay Yellen, Carolyn Carpan, Roger Casey, Marie Schafe, Dana Hargrove, Wendy Brandon, Eric Zivot, [Mark Anderson](#), and SGA representative Carly Rothman.

1. Old Business

- a). The minutes of the March 30, 2006 meeting were approved.

2. Continuing Business

- a) Jay Yellen and Wendy Brandon presented revised questions for the “Arts and Sciences Request for General Education Designation Form.” The revised questions follow:
 - Under each goal [for the specific Gen Ed Requirement], describe briefly how your course meets that goal.
 - Please attach the portion of your syllabus that communicates the goals of this General Education Requirement to your students.
 - SACS requires the College to conduct a periodic assessment of the effectiveness of its general education courses. Accordingly, the following assessment mechanisms were established by the College to ensure compliance with SACS.

We discussed the following statement at the end of the form: “Your signature below indicates that you agree to implement the assessment mechanisms established for the C requirement.” It was suggested the statement be changed with the following addition: Your signature below indicates that you agree to implement the assessment mechanisms established for the C requirement **and maintain a file documenting the assessment results.** Wendy and Jay will continue to work on the phrasing for this statement and present it at our next meeting.

- b) Our next Zoomerang survey about our hopes for the qualities found in a Rollins graduate has been posted. Mark Anderson will bring the survey results to the next meeting.
- c) We continued discussing the approved Biology Major and the Marine Biology Proposal. Both the committee and the Biology Department thought we had approved a Biology Major of at least 62 hours, but we discovered we approved 68 hours. Mark met with Eileen Gregory, Biology Department chair, to discuss the matter. After lengthy discussion, Roger Casey made the following suggestions for the Biology Major: 1) One elective or 2) 6 hours for electives (1 class + lab; or 2 four-hour courses). This would mean Biology Majors would take at least 66 hours and at least 12 courses. The committee voted to approve this motion. Mark Anderson will bring the recommendation to Eileen Gregory. This issue impacts the Marine Biology Proposal, since the department was

asking for the Marine Biology Major to have thirteen courses totaling at least 68 hours.

- d) We discussed the Marine Biology Proposal. Several questions came up, including 1) Are there any hidden requirements? 2) Is there a general course non-science majors could take? 3) How will the program be sustained with full time tenure track faculty? Mark Anderson will invite Eileen Gregory to meet with us to discuss the Marine Biology Proposal if she wants; if not, Mark will seek answers to these questions. Roger Casey reported he has a meeting with Chemistry and Biology to discuss the Biochemistry course and this meeting may impact our decision. He will report to the committee after the meeting next week.
- e) Since Eric Zivot will be absent at the next meeting when we discuss grade appeals, he wanted to go on the record that he believes we should decline the grade appeals. Eric stated, "You can be excited by participating in the Arts, you can feel good about yourself by participating in the art form, and not be very good at it...Only somebody who has been a student of and a performer of a particular art form for an extended period of time can make that separation...For the record, I would decline all the grade appeals." We decided to seek the syllabus for David Lee's Introduction to the Theatre re. Robert Cataldo's appeal to gain more information before we make a decision. Eric reported he has worked with David Lee and found him to be a demanding but fair teacher.

The next AAC meeting will be on Thursday, April 13 in the Warden Dining at 8 am.

Carolyn Carpan,
Secretary