

2-1-2018

Minutes, College of Liberal Arts Executive Committee Meeting, Thursday, February 1, 2018

College of Liberal Arts Executive Committe

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EXECUTIVE COMMITTEE MEETING
February 1, 2018
Agenda

12:30 in CSS 167

Lunch will be served

- I. Approval of Minutes from 1/18/18 EC Meeting
- II. Announcements
- III. Business
 - a. Common Hour Proposal (**Attachment #1**)
 - b. Social Entrepreneurship Bylaws change
 - c. Election schedule
 - d. FEC workload
- IV. Reports
 - a. Curriculum Committee
 - b. Faculty Affairs Committee
 - c. Student Government Association
 - d. President
 - e. Provost



EXECUTIVE COMMITTEE MEETING

February 1, 2018

Minutes

DRAFT

PRESENT

Ashley Kistler, Robert Vander Poppen, Jana Mathews, Richard Lewin, Christopher Fuse, Laurel Habgood, Joshua Almond, Jennifer Cavanaugh, James McLaughlin, Amy Armenia, Marc Fetscherin, Emily Russell, Susan Singer, Grant Cornwell. Guest: Stephanie Henning. Excused: Lexi Tomkunas.

CALL TO ORDER

Ashley Kistler called the meeting to order at 12:33 PM.

APPROVAL OF MINUTES FROM 1/18/18

Habgood made a motion to approve the minutes from 1/18/18. Almond seconded the motion. EC unanimously approved the minutes from the 1/18/18 meeting.

ANNOUNCEMENTS

Announcements

Ashley Kistler

Kistler introduced our new Registrar, Stephanie Henning.

BUSINESS

Common Hour Proposal

Attachment #1

Ashley Kistler

Kistler explained there are concerns about scheduling and the common hour and said even with the existing common hour we do not have enough time to schedule everything.

Cavanaugh said the current T/R common hour could be prime teaching time. The 8:00-9:45 a.m. slot is underused and one idea is to move our common time for meetings to the 8:00 a.m. slot.

Habgood explained that the Chemistry Department uses T/R 8:00-9:45 for rFLA course labs. She is concerned about a possible decrease in participation in meetings if they are moved to 8:00 a.m., particularly for those faculty with childcare issues.

Fetscherin explained the previous CPS model outlined in the attachment. Kistler said that model could be challenging because CPS had far fewer meetings/activities than CLA has to squeeze in each month.

Mathews said common hour is part of the larger problem of fixing the matrix and suggests that may need to be addressed first.

As a short-term solution, Russell encourages the chairs of standing committees to shift their meetings away from the existing common hour. She is working with Stephanie Henning to modify the matrix.

Singer asked about the original intent of common hour and said it's important to have a time for faculty and students to engage in impromptu conversations.

Henning said where she came from that a one-hour time block on Thursdays was owned by a policy committee. Groups could come to the committee and request that time for workshops, colloquies, etc.

Kistler recommends committee chairs try to identify one free common hour a month as a temporary solution for next year until we complete our matrix discussions.

Social Entrepreneurship Bylaws change

Ashley Kistler

EC discussed the upcoming vote to move the SE Department out of the Business Division and into Social Sciences-Applied, and whether to bring forward an additional vote to amend the Bylaws. There is concern that only 51% is required to approve the division move, but a 2/3 vote is required to formally amend the bylaws to include the new department in a division. What happens if the bylaws vote is not approved? Does that mean we will have a department existing outside of the divisional structure?

Cavanaugh said Warnecke believes the decision has already been made and, if that is the case, Tonia will withdraw the proposal to switch divisions. Warnecke also explained that their department is still having conversations about which division they belong in and says they can see benefits to both.

Lewin said the department is not officially recognized until the bylaws have been approved by the faculty and trustees.

Fetscherin is concerned about AACSB accreditation and said SE removed most of the

business courses from their curriculum so we now have two separate units in the Business Division where one of them does not look like a business major. Singer said Deborah Crown pointed out that AACSB could say the courses are the same regardless of whether they are offered by business or economics.

Mathews said the threat to accreditation is real regardless of where the department lives and is concerned about letting external agencies control our structure. Singer said there are good reasons why we care about accreditation. Risking accreditation risks federal funding for our students and, while we don't want external agencies to drive us, we should be cognizant of that fact.

Vander Poppen asked if faculty have the right to create a department. Cornwell believes the faculty control the academic curriculum, but the administration controls the structure.

McLaughlin said the creation of the department was voted on and approved, so adding it to the Bylaws as a department should be a done deal. Kistler said the creation of the department did not pass with a vote significant enough (2/3) to correlate with a Bylaw change.

Almond suggests we step back and find out the will of the department, since we were led to believe this was a unified decision. Kistler and Cavanaugh will reach out to Warnecke for clarification.

Election Schedule

Ashley Kistler

Kistler will circulate a list of vacancies for next year and asks EC members to please review the list for accuracy. Elections will take place at the April 22nd Faculty Meeting.

FEC Workload

Ashley Kistler

The discussion of FEC workload will be postponed until Kistler is able to connect with the John Houston.

Other

Ashley Kistler

Kistler said several faculty have expressed concern about the working group for promotion and tenure created by the Provost. Faculty are unclear how the committee was formed and why it did not go through the governance process. There is also concern that not all divisions are represented and any decisions made by the group may not be endorsed by the faculty. She suggests seeking FEC endorsement of the members. Singer explained that only faculty who have previously served on FEC who

are not currently on sabbatical were asked to join the group. McLaughlin said the Provost has the right to pull together a task force; however, communicating with FEC and EC of the group's purpose and constitution would enable Kistler to respond to faculty questions as they arise.

McLaughlin requested we add a discussion of the purpose of sabbaticals to a future EC meeting agenda.

ADJOURNMENT

Ashley Kistler

McLaughlin made a motion to adjourn. Fuse seconded the motion. The meeting adjourned at 1:43 PM.

ATTACHMENT 1

Dexter Boniface

From: Debra Wellman
Sent: Wednesday, October 19, 2016 10:31 AM
To: Dexter Boniface
Cc: Grant Cornwell
Subject: Request for the Executive Committee

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Dexter,

I am writing to request that the Executive Committee consider how we could better utilize our common hours. As Director of the Christian A. Johnson Institute for Effective Teaching, I have been receiving multiple emails from faculty telling me they would like to come to some of my offerings but they have meetings during common hour times.

I would like to propose something to you that we incorporated in CPS. First Thursday's Common Hour was reserved for Departmental Meetings, Second Thursday's common hour was reserved for Committee work, the third Thursday's Common hour was reserved for faculty meetings, and the fourth Thursday's common hour was a catch all that could be used for a second department meeting or committee meeting as needed. If the Committee could think about how this might work for Rollins, I would like a couple of common hours reserved for Teaching Center opportunities. I propose the 2nd and 4th Tuesday's common hours to be dedicated to faculty development.

I am beginning to schedule speakers (P2P, FITI Grant Winners, theme based talks) today for the Spring Semester. I am going to use the Second and Fourth Tuesday's Common Hours and would like all faculty to be able to attend these discussions, including the leaders of our shared governance. Their attendance at things like Professor to Professor (P2P) discussions by the McKean Grant winner would be nice. The book clubs have been highly successful with almost 50 participants and other than the associate dean, no faculty leadership is participating. I believe they would be an asset to these discussions if they wanted to participate.

Thank you for your consideration of my request.
Sincerely,
Deb