

2-15-2018

Minutes, College of Liberal Arts Executive Committee Meeting, Thursday, February 15, 2018

College of Liberal Arts Executive Committe

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**Executive Committee
Meeting Minutes
February 15, 2018**

In Attendance

Kistler, Houston, Russell, McLaughlin, Vander Poppen, Mathews, Holbrook, Singer, Habgood, Armenia, Fuse, Warnecke, Cavanaugh, Cornwell, Fetscherin, Almond, Pat Brown, Singaram, Alam, McInnis-Bowers, Balzak

Approval of Minutes

Motion to Approve Minutes

Moved: Fuse

Second: Almond

Approved by Voice Vote

Old Business

Social Entrepreneurship Division Placement

Warnecke – I want to provide some historical background for the SEB major. In 2013 the major was established with opposition to it due to its location in the Business Division. As part of the strategic task force on civic engagement, the idea of moving social entrepreneurship elsewhere came up. We recognized that the department had significant synergy with Social Innovation and with the epistemology of the Social Science Applied division. After more than a year of work for some faculty members, we ask, does the institutional context now match these ideas. Two factors currently undermine such a move, there is no shared common core with the recently passed Social Innovation Major and now we have a need to differentiate the two programs. In addition, we had not anticipated strong opposition to the move from faculty, and the impact it would have on our students. Our major is being undermined by some faculty suggesting that this is no longer a business program. Students are made nervous by this information, and since students drive our concerns, the easiest solution is to place the department in the Division of Business. This eases student concerns and also provides a process where a future divisional realignment can reoccur along with the revisiting of the divisional alignment for the college as a whole. BUS is concerned about AACSB implications. We will work to make our own assessment plan and to implement it to make a strong case for divisional accreditation. We believe these moves allow us to assess changes incrementally rather than cumulatively.

Motion to house department of Social Entrepreneurship in the Division of Business

Moved: McLaughlin

Second: Habgood

Passes by Voice Vote

McLaughlin: I compliment the faculty of SEB on their patience and professionalism throughout this process.

FEC Workload Proposal (See Attached)

Houston: I reached out to 2 former FEC chairs and sought advice for when we would need add an additional member to the committee to balance our workload. We determined that the committee can currently handle 18 candidates per year. Anything above this, and the group would need an additional member. I have to say, however, that a compressed schedule (such as when we lose a week due to a hurricane) causes problems even with fewer candidates.

Kistler: We can elect an alternate to the FEC as part of the slate each year and then that member only serves if there are more than 18 cases.

Habgood: How long would the alternate serve?

Vander Poppen: I'd advocate for it being an annual appointment given how difficult it is to find willing candidates who meet the requirements of being full professors and not within three years of their sabbatical window. Since we approve the slate each year, this individual could be part of each year's slate.

Habgood: Somebody with FEC experience before would be helpful, so that they could get up to speed.

Kistler: That is great as advice, but tough as policy since the pool of candidates for service is so small.

Houston: I agree that it shouldn't be a requirement, but the person definitely needs to have been through the process themselves here at Rollins.

Motion: EC Supports the addition employing an extra committee member to hear tenure cases in years where there are 19 or more candidates eligible for tenure and promotion.

Moved: Armenia

Second: Fuse

Approved by Voice Vote

Tenure and Review Working Group (See Attached)

Houston: I want to applaud the Provost for looking at how departments set criteria, this can help to provide uniformity.

Singer: We want a process that authorizes any recommendations.

Houston: FEC has concerns about transparency and faculty buy-in. FEC wants a committee that is ultimately responsible to faculty governance and has a composition that has had faculty input.

Kistler: FEC has tasked EC to develop a potential slate for the committee and developing a charge. FEC prefers 8 members, divisional representatives, associate and post-midcourse Assistant, some members should be those who have served on FEC in the past, people who have been through the process here. Kistler presented draft charge for committee developed in conjunction with Susan Singer and FEC.

McLaughlin: Why not those who were evaluated elsewhere? They bring a lot of comparative knowledge.

Houston: We are peculiar. We need somebody who has seen our system and its quirks.

Habgood: Have you considered the role of advising? Also, can the committee revisit the timeline for untenured faculty in terms of annual reviews. The first review (after a single semester) and the last review before tenure (six months before materials are due) seem particularly problematic.

Cavanaugh: Why not have everyone on the committee have been on FEC?

Houston: Not sure we have a big enough population if we restrict the group. Time is also a concern. Members are going to need to dig in.

Singer: Many former FEC folks are eager to join in.

Fuse: I am leery having Assistant on this committee. It is a ton of work for a junior faculty member.

Mathews: Be careful about ideology vs. paternalism on this issue, I'm not ideologically opposed.

Armenia: Recently tenured faculty could contribute the same perspective.

Habgood: Assistants are in very different places, someone who has submitted materials is different than someone just past midcourse

Cavanaugh: What is the origin of this group?

Singer: We are trying to understand the process at Rollins. A charge is to look at questions surrounding tenure that can be brought to the faculty for consideration.

Kistler: My sense is that FEC had a different vision. They wanted this committee to report back to EC.

Houston: These aren't mutually exclusive. The group would consult with the administration throughout the process but come back to EC where it could be evaluated.

Kistler: This might generate bylaw changes, so we need to come through the governance structure.

Singer: Could we also look at other institutions process?

Fetscherin: Can we use the benchmarking group?

Singer: The rules that apply are that your tenure rules are those from when you are hired.

Cornwell: Policy and requirements when a faculty member is hired are operative, but the procedure can be different.

Houston: This issue is of great concern. Some folks were using criteria from when a candidate was hired, and others from subsequent emendations. The issue is more muddled in terms of practice for those who are going up for Associate. We need to provide consistency.

Habgood: When you are hired, tenure and promotion are in place for Associate, but not for Full, if the criteria change they matter for your case.

Fetscherin: To clarify, you have the criteria operative at the time when you come into a rank as the standard for promotion.

Kistler: None of this is codified.

Russell: This was discussed at meeting. We should look at it.

Kistler: We want a uniform set of rules for when changes apply so we can put them in the handbook.

Armenia: We also want to make it clear that the committee will gather information broadly from multiple constituencies.

McLaughlin: We can get feedback from those who have been on FEC's elsewhere and peer institutions even if they don't constitute the membership of the committee.

Motion to Constitute a Working Group on Faculty Tenure and Review

Moved: McLaughlin

Second: Fuse

Kistler: How should we constitute the committee. Shall we follow the recommendations I presented?

Vander Poppen: I am really concerned that an assistant professor places themselves in a potentially precarious position with regard to their senior departmental colleagues, and although we all believe the best about our faculty, we want to avoid even the appearance of impropriety in future tenure decisions.

Motion to amend composition to 6 tenured and two associates

Moved: Vander Poppen

Seconded: Fuse

Passed by voice vote

Motion to approve constitution of working group passed by voice vote.

Motion to adopt charge as presented.

Moved: Habgood

Second: Armenia

Singer: Would like to leave it open to allow committee add additional relevant areas. We could do so in a preamble.

Mathews: Nothing is addressed to service in the charge. Can we add service.

Singer: Could we ask the committee to evaluate the balance between research, scholarship, and service?

Mathews: We should clarify what we mean by service.

Move to adopt amendments as a package.

Motion: Vander Poppen

Second: Habgood

Passes by voice vote

Motion to add preamble

Moved: Habgood

Second: McLaughlin

Passes by Voice vote

Adoption of Charge passes by Voice Vote

Motion to approve slate of members for the working group.

Moved: Mclaughlin

Almond: Almond

Approved by Voice Vote

Meeting Adjourns due to lack of quorum at 1:45pm.

AGENDA: EC Meeting, Thursday, February 15 12:30pm CSS 167

1. Approval of Minutes from 2/1 EC Meeting
2. Announcements
 - a. Faculty Meeting 3/1
 - b. BOT committee meetings
3. Business
 - a. Social Entrepreneurship Division Placement
 - b. FEC workload
 - c. Tenure and Review Committee
 - d. Elections and Proposed FEC slate and All-College Appeals Committee slate
4. Reports
 - a. Curriculum Committee
 - b. Faculty Affairs Committee
 - c. Student Government Association
 - d. President
 - e. Provost

Divisions	Executive Committee	Curriculum Committee	Faculty Affairs Committee
Business	VACANCY	VACANCY	VACANCY
Expressive Arts	VACANCY	<i>Jamey Ray</i>	VACANCY
Humanities	<i>Jana Mathews</i>	VACANCY	VACANCY
Science and Mathematics	<i>Laurel Habgood</i>	<i>James Patrone</i>	<i>Emily Nodine</i>
Social Sciences	<i>Amy Armenia</i>	<i>Dan Chong</i>	<i>Shan-Estelle Brown</i>
Social Sciences-Applied	VACANCY	VACANCY	VACANCY

At-Large Representatives	Executive Committee	Curriculum Committee	Faculty Affairs Committee
#1	<i>Ashley Kistler</i>	<i>Gloria Cook</i>	<i>Chris Fuse</i>
#2	n/a	VACANCY	<i>Julia Maskivker</i>
#3	n/a	VACANCY	VACANCY
#4	n/a	VACANCY	n/a

GOVERNANCE ELECTIONS: ALL-COLLEGE COMMITTEES

DIVERSITY COUNCIL

NO VACANCIES

FACULTY ADVISORY COMM. TO INTERNATIONAL PROGRAMS (2 VACANCIES)

Two at-large* vacancies (two-year term); *the committee seeks nominations outside of Theatre and Dance, History, and Education

INTERNATIONALIZATION (3 VACANCIES)

Three at-large vacancies (three-year term)

STUDENT LIFE (2 VACANCIES)

Two-at-large vacancies (two-year term)

All-Faculty Appeals Committee	Term
Vacancy	3 years
Jill Jones (2-year)	2017- 2019
Rachel Simmons (3-year)	2017- 2020

Alternates

Vacancy	3 years
Rick Bommelje (3-year)	2017- 2020

Section 4. Procedures

The College of Liberal Arts divisions and their constituent units are:

Expressive Arts: Art and Art History, Music, and Theatre and Dance;

Humanities: English, Modern Languages and Literatures, Philosophy and Religion, and Critical Media and Cultural Studies;

Science and Mathematics: Biology, Chemistry, Environmental Studies, Mathematics and Computer Science, Psychology, and Physics;

Social Sciences: Anthropology, Economics, History, Political Science, and Sociology;

Social Sciences (Applied): Communication, Graduate Studies in Counseling, Education, Olin Library, and Health Professions;

Business: Business and Social Entrepreneurship

FEC Matrix	Business	Expressive Arts	Humanities	Science	Social Science	Social Science-Applied
Present FEC in bold *Leave/Sabbatical AY 2018-2019 **Leave/Sabbatical AY 2019-2020 ***Leave/Sabbatical Ay 2020-2021 #Retiring	McInnis-B. *Fetscherin Rogers	Charles Cook Crozier Hargrove Lackman * Libby ***Simmons ***Sinclair Ouellette	*Aggarwal Diaz-Z. Jones Cook *D'Amato Boles Frost ***Greenberg ***McLaren Mésavage O'Sullivan **Prieto-Calixto **Tillmann	Anderson ***Bernal *Carnahan ***Dunn ***Harris Houston Lines **Moore **St. John Stephenson *Sutherland #Vitray Yellen	Boniface Chambliss Davison, D. Davison, J. #Foglesong ***Gunter Newcomb Strom	***Bommelje *Homrich *McLaughlin **Norsworthy *** Paladino Richard ***Wellman Zhang
2017-2018	Rogers	Libby	Boles	Houston	J. Davison	Paladino
2018-2019	Rogers (to 2019)	Vacancy	Boles (to 2019)	Houston (to 2020)	J. Davison (to 2020)	Vacancy

Ad Hoc Tenure and Promotion Review Working Group

Overview:

Periodic review of Rollins Tenure and Promotion process ensures that it is fair and equitable and that it provides clear guidance to faculty colleagues and supports the ongoing development of our faculty. The Executive Committee is charging a group of CLA faculty with conducting a review of our current process.

Working Group Composition:

Seven members: Six divisional representatives, ideally with rank of full professor, one associate professor representative

Business:	Tim Pett
Expressive Arts:	Dan Crozier
Humanities:	Margaret McLaren
Natural Sciences:	Stacey Dunn
Social Sciences:	Dexter Boniface
Social Sciences—Applied:	Jonathan Harwell
Associate Representative:	Nancy Decker

Charge:

The Tenure and Promotion Review Working Group is charged with a holistic review of the tenure and promotion process, culminating in a written report, including findings, conclusions, and recommendations. Topics to be considered include, but are not limited to:

1. Consider the following topics as relevant to our tenure and promotion review process:
 - a. Possible inequities across departments resulting from substantial differences in the amount of scholarship produced
 - b. Assessment of teaching quality in light of a growing body of research on measuring and assessing teaching quality and student learning, including peer review of teaching
 - c. Appropriate balance of teaching, scholarship, and service, including advising
 - d. Role of community-engaged scholarship/public scholarship in light of our strategic priorities
 - e. Digital publishing and other changes in scholarly publications
 - f. Potential of external evaluation of scholarship in assessing the overall quality of scholarly work
 - g. Role of our associate professors in the tenure and review process
 - h. Procedural issues in the tenure and promotion process
 - i. Standardizing criteria for eligibility for tenure and promotion review
 - j. (Annual) evaluation timeline for untenured faculty members
 - k. Research tenure and evaluation processes at our benchmark schools and gather data on evaluation processes from Rollins faculty that have served on evaluation committees at other colleges and universities
2. Consult with FEC, EC, and members of the administration about the above issues
3. Develop a timeline for this work and its completion