

8-30-2018

Minutes, College of Liberal Arts Executive Committee Meeting, Thursday, August 30, 2018

College of Liberal Arts Executive Committe

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EXECUTIVE COMMITTEE MEETING
August 30, 2018
Agenda

12:30 in CSS 167

Lunch will be served

- I. Approval of Minutes from 4/12/18 and 4/26/18 EC Meetings
- II. Introductions
- III. Announcements
- IV. Business
 - a. FEC vacancy (Attachment #1)
 - b. Curriculum Committee at-large vacancy
 - c. Social Entrepreneurship Position Request (Attachment #2)
 - d. Position Requests submitted Outside of Regular Cycle
 - e. Librarian Departure
 - f. Holt Dean Search Committee
 - g. Retirement Plan Committee
 - h. Retreat Debrief
 - i. Business for AY 2018-2019
- V. Reports
 - a. Curriculum Committee
 - b. Faculty Affairs Committee
 - c. President
 - d. Provost
 - e. Student Government Association



EXECUTIVE COMMITTEE MEETING
August 30, 2018
Minutes

PRESENT

Ashley Kistler, Gloria Cook, Amy Armenia, Grant Cornwell, Jana Mathews, Wenxian Zhang, Laurel Habgood, Christopher Fuse, Patricia Brown, Emily Russell, Dawn Roe, Richard Lewin, Jennifer Cavanaugh, Susan Singer, Nagina Chaudhry.

CALL TO ORDER

Ashley Kistler called the meeting to order at 12:31 PM.

APPROVAL OF MINUTES FROM 4/12/18 and 4/26/18

Fuse made a motion to approve the minutes from the 4/12/18 and 4/26/18 EC meetings. Habgood seconded the motion. EC unanimously approved the minutes from the 4/12/18 and 4/26/18 meetings.

INTRODUCTIONS

EC members introduced themselves and Lewin explained Roberts Rules of Order and how they govern EC meetings.

ANNOUNCEMENTS

Announcements

Ashley Kistler

Fuse announced that the Faculty Affairs Committee (FAC) will host a faculty colloquy on September 7th, 2:00-3:30 p.m. in Bush 176 to discuss other forms of compensation. Roe reminded everyone of the museum exhibition opening that same evening.

BUSINESS

FEC Vacancy

Ashley Kistler

Bommelje stepped down from FEC for this year so EC needs to come up with an alternate. Kistler recommended we elect a faculty member for one year only to fill this vacancy and then fill the position during general elections. Habgood nominated Thomas

Ouellette. Kistler asked if EC is comfortable moving away from strict divisional representation in this case. Fuse said it makes sense given the circumstances. If Ouellette is not able to serve, Armenia offered to switch off of EC and fill the vacancy on FEC. Roe asked EC to please keep gender distribution in mind when filling the vacancy.

Lewin made a motion to accept the nomination of Thomas Ouellette. Zhang seconded the motion. Motion passed unanimously.

Lewin made a motion that in the event either candidate accepts the role, EC will conduct an electronic vote of the full faculty. Habgood seconded the motion. Motion passed unanimously.

Curriculum Committee At-Large Vacancy

Ashley Kistler

Curriculum Committee has a last minute at-large vacancy due to the departure of Jasmine Alam. This position does not require a full faculty vote and Kistler recommends we appoint someone for one year and then fill the vacancy during the general elections in spring. Tonia Warnecke requested that we fill this vacancy with someone from the Social Entrepreneurship Department as they don't have representation. As such, she nominated Josephine Balzac. Mathews made a motion to fill the position with Marianne DiQuattro who was a runner up in the spring elections. Fuse seconded the motion. Motion passed unanimously.

Social Entrepreneurship (SE) Position Request

Susan Singer

SE has submitted a position request to replace the tenure-track line vacated by Jasmine Alam. Since this is outside of the normal timeline for tenure-track requests, Singer asked EC for advice on how to handle the request. One possibility is to approve a visitor position while the tenure-track request goes through the normal process. Kistler has concerns about considering a tenure-track line outside of the normal cycle since other departments are in a similar situation. She would be willing to allow departments who lose a tenure-track line submit a request for a visitor.

Kistler asked if EC should consider tenure-track lines outside of the normal cycle. Habgood said, to maintain equity for all departments, we should not consider a tenure-track request at this time. EC decided to allow the Dean to put out a call to department chairs for visitor lines for 2019-20, for those departments who have experienced unanticipated needs. Requests will be due by September 15th and EC will review them before fall break.

Librarian Departure

Susan Singer

Singer asked EC for guidance in handling unanticipated librarian vacancies. While they are CLA faculty, librarians serve all of Rollins – Holt, CLA, and Crummer. There is no culture of visitors among librarians and Singer is concerned about the impact on the Rollins community if we lose a librarian mid-cycle and then require the department to submit a tenure-track line request through the normal cycle. In the past, vacancies have been filled as they arose and did not require review by EC. Zhang noted that they do not follow the academic model because they are on 12-months contracts. Kistler asked if we can implement a policy where replacement librarian positions go through the same process they've been following, but new lines go through the normal faculty request process.

Zhang made a motion to approve a tenure-track library hire now. Motion failed. Habgood made a motion to ask the Library to submit their tenure-track line request by September 15, the date by which VAP line requests for unexpected vacancies are due. Motion passed unanimously.

Holt Dean Search Committee

Susan Singer

Singer reported that Rollins has engaged a firm to conduct the search for the new Dean of Holt. They will be on campus September 10th and Singer asked for recommendations for three faculty to serve on the search committee. Other members include, Faye Tydlaska, Laurie Houck, Jennifer Cavanaugh, Matt Hawks, Bill Short, Joanne Hanley, Bradshaw (Holt alum), and Andrea Massey (past chair of Holt Board of Advisors).

Kistler asked about the possibility of having divisional representations on the search committee. Singer said that is a possibility, but it would make for a very large search committee. Habgood suggests having one person who teaches in both Holt and CLA and another from a department which largely serves Holt. Mathews questioned the list of existing members above asking how many of them have served on other recent search committees. Cook said chairs of departments teaching in Holt should serve.

EC nominated Stacey Dunn, John Sinclair, Michelle Williams, and Tim Pett, with Tom Cook and Paul Reich as back-ups should any of the others turn down the offer to serve.

Retirement Plan Committee

Ashley Kistler

Fuse made a motion to postpone the retirement plan committee discussion. Zhang seconded the motion. Motion passed unanimously.

Retreat Debrief

Ashley Kistler

Zhang made a motion to postpone the retreat debrief. Fuse seconded the motion.

Motion passed unanimously.

Business for AY 2018-2019

Ashley Kistler

Kistler asked EC what are the big issues we must tackle this year?

- 2018-19 is the three-year anniversary of governance reform. When governance reform passed, it was with the caveat that we would try out the structure for three years and then revisit. Discussions will happen during spring semester.
- FAC will bring a policy regarding endowed chairs forward this year. Awards will be part of the discussion, but they will deal with endowed chairs first. Kistler asked if we can straighten out the awards issue before spring. Fuse said they are hoping that what they develop for endowed chairs will be transferrable to other awards.
- FAC is also developing a policy for a professional path for lecturers.
- Holt restructuring and the pieces that must go through the Curriculum Committee.

Kistler said she plans to restructure faculty meetings. Since we don't need quorum for committee reports, she will shift those to the beginning of the meeting. Habgood requests that Cook and Fuse submit prewritten remarks before the meeting to assist her with taking minutes.

ADJOURNMENT

Ashley Kistler

The meeting adjourned at 1:43 PM.

ATTACHMENT 1

FEC Matrix	Business	Expressive Arts	Humanities	Science	Social Science	Social Science-Applied
<p>Present FEC in bold</p> <p>*Leave/Sabbatical AY 2018-2019</p>	<p>McInnis-B. *Fetscherin Rogers Warnecke</p>	<p>Charles Cook Crozier Hargrove Lackman *Libby Simmons Sinclair Ouellette</p>	<p>*Aggarwal Diaz-Z. Jones Cheng Cook *D'Amato Boles Frost Greenberg McLaren O'Sullivan Prieto-Calixto Tillman</p>	<p>Anderson Bernal *Carnahan Dunn Harris Houston Lines Moore St. John Stephenson *Sutherland *Vitray Yellen</p>	<p>Armenia Bonifac e Davison, D. Davison, J. Gunter Newcomb Strom Voicu</p>	<p>Bommelje *Homrich *McLaughlin Norsworthy Paladino Richard Wellman Zhang</p>
2017-2018	Rogers	Libby	Boles	Houston	J. Davison	Paladino
2018-2019	Rogers (to 2019)	Dana Hargrove (to 2021)	Boles (to 2019) Tillman (2018-2019)	Houston (to 2020)	J. Davison (to 2020)	VACANCY

To: CLA Executive Committee
From: Tonia Warnecke, SE Dept. Chair

Social Entrepreneurship tenure-track replacement line request (2019-20)

Request: Tenure-track Assistant/Associate Professor of Social Entrepreneurship, to begin in fall 2019

Rationale: The Department of Social Entrepreneurship just learned that a tenure-track faculty member is not returning this fall (2018). The Department is creatively working to cover those classes for the 2018-19 school year, but this is not sustainable and we need a replacement tenure-track line. The Social Entrepreneurship major is successful and stable at Rollins. Nearly all of our courses are full (see Appendix 1), and data from Admissions indicates that incoming student interest in Social Entrepreneurship is increasing. Around 80 incoming students selected Social Entrepreneurship as their first or second academic area of interest this year. As of 8/20/18, Social Entrepreneurship is the 9th largest CLA major at Rollins, as per the number of declared students (see Appendix 2). Without a replacement line, we will not be able to serve our students; we will neither be able to cover all core courses nor provide any service courses to the institution. We only have three tenure/tenure-track faculty members in the department at the moment. This is small considering the number of majors we support. With explorers removed, we serve 39 social entrepreneurship majors and 19 social entrepreneurship minors.

How we serve the college: Each SE faculty member generally offers at least one neighborhood/gen ed course or one RCC each year. [Example: we are offering 2 RCC courses and an Ethical Reasoning Competency course in F18.] We offer several courses supporting other interdisciplinary programs at the college (Asian Studies, Africa & African American Studies, Global Health, SWAG, Social Innovation), so need to make sure we can serve those students as well.

Why adjuncts will not work: Social Entrepreneurship is a specialty field; it is not possible to find and utilize regular adjuncts to substitute for a tenure-track line. Using adjuncts in this way also is not in line with the high quality of expectations Rollins has for its academic programs.

What area of specialization do we require: We would like the new tenure-track hire to teach SE 345, Financing Social Entrepreneurship, as well as a combination of other courses such as SE 100 Social Entrepreneurship: Leading Change, SE 315 Ethical Sourcing, and SE 340 Designing and Planning for Social Entrepreneurship, depending on the individual's background. We also welcome diverse geographical areas of expertise to complement our existing faculty strengths.

Commitment to diversity: The SE Department is committed to diversity within our faculty and we will continue our track record of searching for, interviewing, and selecting candidates representing a variety of diverse populations.

To: CLA Executive Committee
 From: Tonia Warnecke, SE Dept. Chair

Appendix 1: Social Entrepreneurship course enrollments as of 8/20/18

Note: Additional students have been asking for SE 100, SE 220, SE 300 and we will be handling those requests during add/drop week. This table does not include the RCC schedule since those are not SE prefix courses.

Seats Available	Course	Course Title
-5	SE 100 - 1	Social Entrepreneurship: Leading Change
-2	SE 100 - 2	Social Entrepreneurship: Leading Change
0	SE 220 - 1	Global Development Challenges & Opportunities
-1	SE 220 - 2	Global Development Challenges & Opportunities
1	SE 300	Law & Ethics – Social Innovation & Entrepreneurship
7	SE 305	Social Entrepreneurship Marketing
0	SE 320	Strategies for Changemakers
0	SE 345	Financing Social Entrepreneurship
13	SE 390	Topic: Business for Good

Appendix 2: # of declared students in each CLA major, as of 8/20/18

Note: Explorers/exploring not included. Holt not included. Data from FoxLink; list of CLA majors from Rollins 'Academics' webpage.

Undergraduate major	# of declared majors	Undergraduate major	# of declared majors
Business Management/Business	208	Elementary Education	23
Communication Studies	132	Sociology	20
International Business	116	Marine Biology	18
Psychology	63	Studio Art	17
Economics	55	Art History	15
Biology	51	Anthropology	13
English	49	Critical Media & Cultural Studies	13
Political Science	41	Physics	13
Social Entrepreneurship/SEB	39	Chemistry	12
Music	36	Spanish	12
Theatre Arts	36	Public Policy & Political Economy	11
Computer Science	34	Religious Studies	10
Environmental Studies	33	History	8
International Relations	32	American Studies	5
Biochemistry/Molecular Biology	25	Classical Studies	5
Mathematics	25	Asian Studies	3
Philosophy	25	Latin American & Caribbean Studies	2
		Social Innovation	Not listed