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College of Liberal Arts Minutes and Reports

5-21-2020

Minutes, College of Liberal Arts Executive Committee Meeting, Thursday, May 21, 2020

College of Liberal Arts Executive Committe

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EXECUTIVE COMMITTEE MEETING
May 21, 2020
Agenda

12:30 p.m. via Webex

- I. Business
 - a. BCMP and PEA Requirements
 - b. Temporary Transfer Credit Policy
 - c. Temporary Bylaw Revision of Article VIII

- II. Reports
 - a. Curriculum Committee
 - b. Faculty Affairs Committee



EXECUTIVE COMMITTEE MEETING
May 21, 2020
Minutes

PRESENT

Jennifer Cavanaugh, Donald Davison, Jennifer Queen, Paul Reich, Dawn Roe, Scott Rubarth, Emily Russell, Rob Sanders, Anne Stone, Martina Vidovic, Wenxian Zhang, Jamey Ray, Karla Knight.

Excused: Grant Cornwell, Susan Singer, Dan Chong, Ashley Kistler

CALL TO ORDER

Paul Reich called the meeting to order at 12:34 PM.

BUSINESS

BCMP and PEA Requirements

Martina Vidovic

Because Health and Wellness has many contingent faculty who were let go, the BCMP and PEA requirements are being suspended for two years. CC will spend the next year discussing how to redesign the health and wellness competency.

Q: What happens to seniors who have not completed the competency?

A: Those seniors will need to take another course to reach 140 credits.

Q: What was the faculty role in the conversations that led to suspending this competency?

A: Over the past three years, CC has discussed who owns the learning outcomes for health and wellness. SGA brought forward petitions about how sexuality and gender issues were being discussed in the class. The bottom line was driven by financial reasons, but the issues were already being discussed.

Q: What will be the impact on SACS?

A: We are still within SACS guidelines.

Q: Is there a chance we can bring it back in one year instead of two?

A: We don't know what the situation will be with the pandemic and we would need to rehire faculty to teach these courses. It is likely not feasible to discuss and implement a new program in one year, particularly given course scheduling deadlines.

Q: Can we create an ad hoc committee, so this does not land on CC's plate?

A: CC plans to create a separate task force to reimagine the competency.

Queen made a motion to endorse the suspension of the health and wellness competency for up to two years and charge CC with forming a task force to examine its replacement. Davison seconded the motion. Motion passed unanimously.

Reich and Vidovic will craft an e-mail to notify faculty.

Augustmester

Martina Vidovic

Because of the many course cancellations in fall, “Augustmester” would be one way to allow students affected by those cancellations to pick up an additional course. CC discussed keeping incoming and returning students separate. These would be topics courses, such as the COVID 19 course and political science courses (elections) or a bridge course (STEM) for science students. CC approved exploring and moving forward with this idea.

Q: Where did the conversation begin and how were faculty notified about this opportunity? Are they being compensated?

A: All faculty will teach Augustmester courses on load. Because we cannot pay overloads, we could not send out a general call. Instead, we targeted conversations with faculty who need this course to meet their annual load hours.

Temporary Transfer Credit Policy

Attachment #1

Martina Vidovic

When CC drafted the alternative grading system, we defined that a C- or better would receive a Passing grade. Since then, CC has been asked to look at being more generous when accepting credit from students coming from other institutions. Because some of those courses are coming in with a P/F grade, we want to accept them for transfer as long as they received a P, even though we may not know whether their P means they received a C or a D.

A motion was made to approve the Temporary Transfer Credit Policy. Motion passed unanimously.

Temporary Bylaw Revision of Article VIII

Attachment #2

Donald Davison

Because fall semester is not starting until September 14th, the portion of the bylaw that relates to due dates for evaluation letters needs to be adjusted. The existing dates will not give the CEC enough time to complete their work.

For 2020-21 only, the date the CEC must submit their letter to the candidate, Dean, and FEC Chair is being moved from October 1 to October 23 for tenure and promotion to associate, and from October 15 to October 30 for promotion to full professor. The date that FEC must submit their letter to the candidate, CEC Chair, Dean, and Provost is being moved from December 15 to December 22 for tenure and promotion to associate.

Lewin made a motion to endorse the temporary timeline change. Rubarth seconded the motion. Motion passed unanimously.

ADJOURNMENT

Paul Reich

Meeting adjourned at 1:50 PM.



ROLLINS COLLEGE POLICY

Title: CLA-Holt COVID-19 Temporary Transfer Grade Policy Spring 2020	Type	Temporary Emergency
No: TMP 1003	Approval Date: X-XX-2020	
Responsible Office: VPAA Provost; Deans of CLA and Holt	Reviewed By: CLA Curriculum Committee,5-15-2020; CLA Executive Committee, X-XX-2020; VPAA Provost, X-XX-2020; President's Cabinet, X-XX-2020; Approved By: President, X-XX-2020	
Next Review: N/A	Revision No:	

I. Purpose/Introduction/Rationale

This policy institutes and provides implementation guidelines for the **temporary acceptance of transfer credit and grades earned at other institutions** in response to the COVID-19 pandemic emergency. This policy applies to College of Liberal Arts (CLA) and Hamilton Holt (Holt) undergraduate students only.

II. Current Practice

Current CLA-Holt policy related to acceptance of credit completed at other institutions on a pass/fail (P/F) basis, as stated in College catalogs: Rollins College will accept credits earned at another institution graded on a pass/fail (P/F) basis when the transfer institution defines a passing grade as a 'C-' or better. If the institution does not define the passing grade, credit is not accepted for transfer.

III. Procedure or Application

In light of the COVID-19 pandemic, the following policy applies to the transfer of credit for courses graded on a Pass/Fail (P/F or similar non-GPA impacting) basis at other institutions during the spring 2020 semester only.

- 1) Rollins will accept transfer credits for Pass (P) grades from institutions who do not define a pass grade as 'C-' or better.
- 2) These credits will be allowed to satisfy competency, general education, and prerequisite requirements and will count toward major/minor requirements in the same manner specified in Rollins's COVID-19 P/PD/NP policy.
- 3) When an institution differentiates between Pass (P) and Pass with D (PD), the Pass with D (PD) grade will not be accepted for transfer.

IV. Related Policies

[*TMP 1000 CLA-Holt Temporary Grading Option, Spring 2020*](#)

V. Appendices/Supplemental Materials

VI. Effective Date

This policy is effective ~~XXXXXX~~ XX,2020, for courses completed during spring term 2020 only.

VII. Rationale for Revision

N/A

**FAC Recommendations for One-year Bylaw Change
May 18, 2020**

If the College begins classes on September 14 due to the coronavirus then the schedule for faculty evaluation letters must be changed. Proposed date changes apply only for Tenure and Promotion and Promotion to Professor for the AY 2020-2021.

Assumptions: Classes begin September 14 (Monday)

A maximum of five tenure review cases. (There will likely be 3-4 tenure cases).

A maximum of seven (7) full professor evaluations.

Article VIII/Section 6. Timetable (page 27)

	Mid-Course Evaluation	Tenure and Promotion	Promotion to Professor
Dean notifies Candidate re: eligibility	April 15	April 15	April 15
Candidate notifies Dean re: intention, CEC formed	May 15	May 15	May 15
CEC Chair notifies Dean, candidate, and FEC of CEC make up	June 1	June 1	June 1
Candidate electronically submits materials to CEC members, Dean, and FEC members	The first day that the college is open for business in January	July 1	July 1
CEC submits letter to candidate, Dean, and FEC Chair	February 15	October 1 <i>(October 23 for AY2020-2021)</i>	October 15 <i>(October 30 for AY2020-2021)</i>
Dean submits letter to candidate, CEC Chair, and FEC Chair	At least 1 week before candidate's FEC meeting	At least 1 week before candidate's FEC meeting	At least 1 week before candidate's FEC meeting
FEC submits letter to candidate, CEC Chair, and Dean	May 15	December 15 <i>(December 22 for AY2020-2021)</i>	April 1
FEC submits letter to Provost	N/A	December 15 <i>(December 22 for AY2020-2021)</i>	April 1
Provost submits letter to candidate, President	N/A	January 15	April 15