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Executive Committee Minutes

College of Liberal Arts Minutes and Reports

Fall 8-26-2021

Minutes, College of Liberal Arts Executive Committee Meeting, Thursday, August 26, 2021

College of Liberal Arts Executive Committe

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EXECUTIVE COMMITTEE MEETING

**August 26, 2021
Agenda**

12:30 p.m. in KWR 310

- I. Approval of Minutes from July 29, 2021, and April 22, 2021, meetings
- II. Business
 - a. Faculty Governance Vacancies
 - b. 2021-22 EC Strategic Goals and Legislative Agenda
 - c. 128 Credit Hours
 - d. Evaluation of Faculty Awards Jurisdiction
- III. Committee Reports
 - a. Curriculum Committee
 - b. Faculty Affairs Committee



EXECUTIVE COMMITTEE MEETING
August 26, 2021
Minutes

PRESENT

Missy Barnes, Jennifer Cavanaugh, Rosana Diaz-Zambrana, Daniel Elliott, Hannah Ewing, Ashley Kistler, Karla Knight, Richard Lewin, Julia Maskivker, Jana Mathews, Jennifer Queen, Jamey Ray, Rob Sanders, Susan Rundell Singer, Anne Stone

Guests: Eric Smaw

Excused: Jill Jones

CALL TO ORDER

Jana Mathews called the meeting to order at 12:30 P.M.

APPROVAL OF MINUTES FROM APRIL 22, 2021, and July 29, 2021, EC MEETINGS

Lewin made a motion to approve the minutes from the April 22, 2021, EC Meeting. Maskivker seconded the motion. Motion passed unanimously. Ray made a motion to approve the minutes from the July 29, 2021, EC Meeting. Barnes seconded the motion. Motion passed unanimously.

BUSINESS

2021-22 EC Strategic Goals and Legislative Agenda

Jana Mathews

EC members introduced themselves and Jana explained her leadership style and philosophy of meetings, and asked members to speak up if things we do aren't working.

Carry-over business from last year includes issues approved by EC that still require faculty approval: Double-Counting Policy, Grad Counseling Policy, and a 3/2 Pre-Engineering Program.

Faculty Governance Vacancies

ATTACHMENT #1

Jana Mathews

EC discussed current vacancies on governance committees.

All-Faculty Appeals Committee

We received two volunteers to fill the vacancy on All-Faculty Appeals. One of the volunteers is from a department that is already represented on the committee. Stone made a motion to move Thomas Ouellette forward for vote. Barnes seconded the motion. Motion passed unanimously.

Faculty Research and Development Committee (FRDC)

Kip Kiefer volunteered for the divisional vacancy on FRDC. We are waiting for affirmation from the division before moving forward with a faculty vote.

Faculty Evaluation Committee (FEC)

Martha Cheng has agreed to move from the alternate position to the Humanities Division vacancy. Martha will chair FEC in the Fall and James McLaughlin will chair in the spring. This creates a vacancy for the alternate. We have a volunteer who could fill this position for fall but is unable to serve in spring due to a scheduled sabbatical.

EC discussed other candidates and decided on four individuals. Jana will reach out to them to see if they are willing to serve.

Faculty Affairs Committee (FAC)

A suggestion was made to consider allowing a non-tenure-track faculty member to serve on FAC. This would require a Bylaw change and is something we could look at in the future.

We are still short one at-large member on FAC for this year. Jana will reach out to Hesham Mesbah to see if he is willing to serve.

Student Life Committee (SLC)

Staff elections are happening now. Stacey Dunn may be willing to fill a faculty position.

128 Credit Hours

Jana Mathews

We are moving this to the top of our legislative agenda. Knowing the will of the faculty will help with staffing concerns and make progress on strategic planning this year.

Q: Where do divisions stand on this issue? How close are we to making a vote?

A: In Social Sciences-Applied, Education is concerned about what the reduction in hours does to the rigor of their program. They are open to thinking about ways to shift down, but not down as far as our recommendations. Also, there are concerns that we are disincentivizing exploration if students don't have as many electives.

A: A study of peer and aspirant schools showed that we are an outlier with the number of credits for our labs. The study showed most schools offer a maximum of 1.25 credits. Reducing credit hours for our labs will require a conversation with the Deans about the tie between credit hours and faculty load hours.

A: Business has concerns about dropping the number of credit hours for internships since this could result in faculty being short on load hours.

If they feel comfortable doing so, division reps are asked to discuss the 128 credit hours issue in their upcoming division meetings to identify trouble spots. The Curricular Optimization Committee (COC) will deliver a report soon and their work will continue through the semester. There are additional opportunities for outreach if you want to have small group meetings. Jana can connect you with the COC.

A suggestion was made to provide information on the issue for faculty who haven't had these conversations before. Jana will schedule an information session.

Evaluation of Faculty Awards Jurisdiction

ATTACHMENT #2

Eric Smaw

The Faculty Research and Development Committee (FRDC) evaluates FYRST and research grants. Why don't they evaluate other research-related awards such as, Cornell Distinguished Faculty Award (CDFA) and endowed chairs? The Bylaws tell us that CDFA and endowed chairs are research awards, but they don't explain why they do not fall under purview of FRDC.

Q: Is it possible for FRDC and FAC to work together to create a process for how those awards are selected? Can these committees make recommendations about changes to process and how they are awarded?

A: These committees used to be the same and we created FRDC to lighten the workload. Once we have a resolution on EC regarding endowed chairs, we could propose that these awards go through FRDC.

Q: How will avoid favoritism?

A: FRDC has divisional representation across the college.

Q: Is it an issue that FAC handles the criteria and FRDC decides who to award?

A: FRDC is a grant awarding body. They primarily work in Spring Term in a limited capacity to award grants. Could they take on some of the philosophical work from FAC?

A: FRDC was created to be a grant awarding body. That is what faculty expressed they wanted. FRDC is often staffed by untenured faculty, and I would be concerned about the pressure of deciding awards.

A: Some awards are open to both Crummer and CLA. For endowed chairs it would be a recommendation and the President would make the actual award.

A: Another way to elevate FRDC could be to have them discuss how we celebrate and advertise faculty research.

FRDC will work on a proposal for reshaping the committee.

COMMITTEE REPORTS

Faculty Affairs Committee (FAC)

Missy Barnes

Last year FAC worked on CIEs and on streamlining the FSAR. That work will continue this year along with conversations about how FEC operates.

Barnes made a motion to adjourn. Lewin seconded the motion. The meeting adjourned at 1:35 p.m.

ATTACHMENT #1

CLA Standing Committee Membership 2020-21

Divisions	Executive Committee	Curriculum Committee	Faculty Affairs Committee	Faculty Research and Development Committee	Faculty Evaluation Committee
Business	Richard Lewin (Faculty VP) (2020-2022)	<i>Mark Heileman</i> (2020-2022)	<i>David Caban</i> (2020-2022)	vacant (2020-2022)	Vacant (2021-2024)
Expressive Arts	Jamey Ray (2020-2022)	<i>Robin Gerchman</i> (2021-2023)	Missy Barnes (2020-2022)	<i>Audrey Hope</i> (2021-2023)	<i>Kim Dennis</i> (2021-2022)
Humanities	Rosanna Diaz-Zambrana (2021-2023)	Jill Jones (2020-2022)	<i>Todd French</i> (2021-2023)	Eric Smaw (2021-2023)	*** Martha Cheng (temporary shift from at-large) (original holder: 2019-2022)
Science and Mathematics	<i>Jennifer Queen/Dan Meyers</i> (2021-2023)	<i>Samantha Douguet</i> (2021-2023)	<i>Sabrice Guerrier</i> (2021-2023)	<i>Pamela Brannock</i> (2021-2023)	<i>Laurel Habgood</i> (2020-2023)
Social Sciences	<i>Hannah Ewing</i> (2021-2023)	vacant (2021-2023)	<i>Stephanie Gonzalez Guittar</i> (2021-2023)	<i>Mari Robertson</i> (2020-2022)	<i>Mike Gunter</i> (2021-2022)
Social Sciences-Applied	Anne Stone (2020-2022)	<i>Sarah Parsloe</i> (2020-2022)	<i>Leigh DeLorenzi</i> (2020-2022)	<i>Kara Wunderlich</i> (2021-2023)	<i>Jim McLaughlin</i> (2019-2022)

At-Large Representatives	Executive Committee (Faculty President)	Curriculum Committee	Faculty Affairs Committee	Faculty Research and Development Committee	Faculty Evaluation Committee
#1	Jana Mathews (2020-2022)	<i>Raghabendra KC</i> (2021-2023)	<i>Caitlyn Bennett</i> (2021-2023)	<i>Serina Al-Haddad</i> (2021-2023)	Vacant Interim 2021-2022 <i>Martha Cheng</i> (2020-2023)
#2	n/a	<i>Gloria Cook</i> (2020-2022)	<i>Hilary Cooperman</i> (2021-2023)	n/a	<i>Samuel Sanabria</i> (2020-2022)

#3	n/a	<i>Rochelle Elva</i> (2020-2022)	Vacant (2021-2023)	n/a	
#4	n/a	<i>Susan Montgomery</i> (2021-2023)	n/a	n/a	

Non-Voting Members and Student Representatives	Executive Committee	Curriculum Committee	Faculty Affairs Committee	Faculty Research and Development Committee
	<i>Daniel Elliott</i> Student/SGA	<i>Ashley Kistler</i> Associate Dean of Academics (Dean of the Faculty's designee)	<i>Jennifer Cavanaugh</i> Dean of the Faculty	<i>Jennifer Cavanaugh</i> Dean of the Faculty
	<i>Grant Cornwell</i> President	<i>Rob Sanders</i> Dean, Holt School		<i>Nancy Chick</i> Director, Ctr for Faculty Dev
	<i>Susan Singer</i> Provost	<i>Stephanie Henning</i> Registrar		<i>Devon Massot</i> Dir of Grants/Sponsored Research
	<i>Jennifer Cavanaugh</i> Dean of the Faculty			
	<i>Ashley Kistler</i> Associate Dean of Academics			
	<i>Rob Sanders</i> Dean, Holt School			
	Julia Maskivker Parliamentarian			
	<i>Karla Knight</i> Recording Secretary			
SGA Member		_____		

All-College Committee Membership 2020-21

Divisions	Diversity Council	Global Initiatives Committee
Business	<i>Josie Balzac</i> (2020-2022)	<i>Marc Sardy</i> (2020-2022)
Expressive Arts	<i>Marianne DiQuattro</i> (2020-2022)	<i>Dan Flick</i> (2021-2023)
Humanities	<i>Vidhu Aggarwal</i> (2021-2023)	<i>Yudit Greenberg</i> (2021-2023)
Science and Mathematics	<i>Zeynep Teymuroglu</i> (2021-2023)	<i>Emily Nodine</i> (2020-2022)
Social Sciences	<i>Josh Savala</i> (2021-2023)	<i>Astha Sen</i> (2021-2023)
Social Sciences-Applied	<i>David Painter</i> (2021-2023)	<i>Blake Robinson</i> (2020-2022)
	Jade Taylor Asst Director, CICI	Giselda Beaudin Director, Global Initiatives
	Full member list: https://www.rollins.edu/diversity/membership/	Jim Johnson Professor, Crummer
		<i>Jenifer Ruby</i> Standing Appointment
		<i>Ed Bustos</i> Standing Appointment
		<i>Brandy Fransen</i> Standing Appointment
		<i>Doragnes Bradshaw</i> Staff Rep, 2020-2023
		_____ Student Rep
		_____ Crummer Rep

All-Faculty Appeals Committee

	<i>Susan Libby</i>
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	(2021-2024)
	<i>Sharon Carnahan</i> (2020-2023)
	<i>Dexter Boniface</i> (2019-2022)
Alternate	<i>Rosana Diaz-Zambrana</i> (2021-2024)
Alternate	<i>vacant</i> (2021-2024)

Student Life Committee Membership

Voting Members	<i>vacant</i> (2021-2023)
	<i>Jenn Manak</i> (2021-2023)
	Jana Mathews (temp until replacement)
	<i>vacant</i> (2021-2023)
	<i>Raghabendra KC</i> (2020-2022)
	<i>Karla Knight</i> Staff Rep
	<i>Dahlia Lilleslatten</i> Student Rep/SGA
	<i>staff</i>
	<i>staff</i>
	<i>staff</i>
	<i>staff</i>

ATTACHMENT #2

Which committee (if either) has the jurisdiction to review and make recommendations/legislative proposals about the following awards: CDFA, Endowed Chairs, Diversity Awards, and AVD?

From the Faculty Handbook

Section 2. Faculty Affairs Committee (FAC)

Responsibilities and Duties: The Faculty Affairs Committee has primary authority and responsibility in all policy matters dealing with the professional welfare of the Faculty. The Committee reviews and revises all proposed changes to the bylaws and consults with the administration and provides advice on issues related to compensation, budget, and other financial matters of the College of Liberal Arts

Section 3. Faculty Research and Development Committee (FRDC) Responsibilities and Duties

The Faculty Research and Development Committee reviews most internal grant allocations for the Faculty of the College of Liberal Arts and makes recommendations of these grant awards to the appropriate administrator. Grants to be reviewed by the Faculty Research and Development Committee include, but are not limited to, grants supporting teaching and research, including FYRST grants, Critchfield, Ashforth, Cornell Research, Individual Development, FITI, OER, and Course Development grants. Proposals for the Student-Faculty Collaborative Scholarship program will also be evaluated by this committee. A representative from the Faculty Research and Development Committee will join the Global Initiatives Committee for their review of the Rollins Internationalization Grants (RIG). This committee oversees and makes necessary revisions to grant proposal forms and receives and reviews mid-year and final grant reports submitted by faculty grant recipients.