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### Minutes, College of Arts & Sciences Faculty Meeting, October 11, 1978

Arts & Sciences Faculty

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TO: EDWARD H COHEN  
BOX 1005

220382780

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FROM: John S. Ross  
Secretary of the Faculty

29 September 1978

TO: All Faculty Members

Copies to: President, Student Association; Public Relations

Subject: Fall Term Faculty Meeting

The fall term faculty meeting will be held Wednesday, October 11, 1978 at 4 PM in Crummer Auditorium.

#### AGENDA

I. Approval of minutes

II. Announcement and reports

- A. Dr. Lancaster
- B. President Seymour
- C. Dr. Ling

III. Business

- A. Election of a faculty member to the Chief Financial and Business Officer Search Committee. This committee will consist of a trustee (Harold Ward), an academic administrator (Don Griffin) and a faculty member.

The Council has nominated:

Dr. Hellwege	Dr. Richard
Mr. Lairson	Dr. Ser

- B. Election of faculty members to the Director of Libraries Search Committee. This committee will consist of the Provost, a student, 3 faculty members elected by the department and 4 faculty members (one from each Division).

Council nominations:

Humanities:	Social Science:
Dr. Nordstrom	Dr. DeNicola Dr. Jones
Dr. Stadt	Dr. Levis
Expressive Arts:	Science and Mathematics:
Dr. Juergens	Dr. Mulson
Dr. Lemon	Dr. Ridgway
Prof. Rosazza	

NOTE: For each committee additional nominations may be made from the floor with prior or concurrent consent of the nominee.

IV. Other business

V. Adjournment

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1. I am confident that we will have a budget this year. The Council met several weeks ago with Mr. Webb and tried to fathom not only the nature of our budget problems but also the general financial state of the College. I fear that our meeting was less than successful, but I do not know whether we asked the wrong questions or heard the wrong answers. In any event, President Seymour seems cautiously optimistic about the financial situation; I am receiving regular paychecks, and I assume that the rest of you are, as well.

One delay in the budget mechanism has been an effort to design a print-out that will be easily comprehended by department heads and useful to those who do keep an eye on their expenditures.

2. At the President's request, Dr. Ling and Dr. Griffin have defined the responsibilities of their respective offices in order to avoid duplication of efforts and to establish effective management. In general, the Provost will coordinate the full range of educational programs of the College, and Dr. Griffin, in a position analogous to "Dean", will head the undergraduate day program.

3. The standing committees are already addressing their first tasks of the academic year.

a. Educational policy has reinstated a library subcommittee that must be attentive to policies and procedures beyond the mere monitoring of the formula for the allocation of book funds. Moreover, the Council has recommended that no report on the site and design for the proposed new library be submitted to the Trustees until this subcommittee and interested faculty shall have an opportunity to be involved in the planning and until a new Director of Libraries has been appointed. Another EPC subcommittee is already at work studying the purposes of the undergraduate day program, especially the liberal arts vis-vis vocational mission of the College.

b. College Life will be considering policies regarding the scheduling of events that deny the availability of institutional facilities to faculty and students. The status of the committee's visitation bill, passed last year by the Senate and stayed by Dr. Hicks, remains in limbo; an ad hoc committee of trustees, faculty, and students is meeting regularly to discuss the visitation issue against the backdrop of the social environment of the College.

c. Professional Development is at work on clarifications of the procedures followed by the Faculty Evaluation

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Review Committee and of the ambiguous qualifications for promotion to full professor.

d. The Graduate and Evening Programs Committee will be considering several issues raised but not addressed last year: the establishment of formal procedures to administer the guideline on faculty participation in ancillary programs; the involvement of departments in the selection of course offerings and staffing in these programs; and the priority of day faculty over adjuncts in the selection of staffing in these programs.

4. Plans are well under way to secure an affiliation with the Orange County Teachers Federal Credit Union. All employees will be eligible to join, and the advantages include the availability of automobile loans at 9% (vs. the Tampa Credit Union's 12%) and Visa credit accounts at 12% (vs. Barnett Bank's 18%). An announcement should be forthcoming in time for Christmas borrowing.

5. The faculty's report to the Trustees on October 20 will focus, somewhat obliquely, on ways to inform the trustees better of our efforts to define the educational mission of the College and our attempts to improve the academic quality of the College. Professors Edge, Edmondson, and Ross will share with the Board the experiences of the Lilly Program, the Faculty Development Program, and individual faculty achievements.

6. President Seymour has indicated his desire to send a compensation budget to the Trustees in February and to submit the total budget to the Board in May. In this way, faculty salaries will be considered with the care that one selects an entree rather than with the whim by which one ventures an after-dinner drink. The Council will peruse the menu hungrily.

7. Finally, although I have been frustrated by our lack of financial clarity and management, by our inability to initiate re-evaluations and reforms in such areas as educational program budgeting and compensation philosophy, I feel that, despite rained-out picnics and rush, the year has begun well. President Seymour has been generous with his time and has displayed a genuine willingness to listen to what faculty have to say. Because he will not bother to announce it, but because it is a gesture of symbolic importance to many of us, I will conclude by reporting that he is phasing out the practice of providing free use of automobiles to those who need them no more than we.

FROM: John S. Ross  
Secretary of the Faculty

13 October 1978

TO: All Faculty

SUBJECT: Faculty Meeting Minutes, 11 October 1978

The fall term faculty meeting was held on Wednesday, 11 October 1978 at 4 PM in Crummer Auditorium with Dr. Lancaster presiding in the absence of Dr. Cohen. There were 76 out of a total of 118 faculty present. The following did not sign the attendance register.

Amlund, Dale	Dorsett, Wilbur	McCarthy, James
Bonnell, Peter	Edmondson, Charles	Meadows, Roy
Bowers, John	Giles, Emory	Meisel, Harry
Boyd, LaRue	Grubbs, Cynthia	Morrall, Harry
Burnett, Carol	Hallam, Hallie Lu	Naleway, Ralph
Campbell, Roger	Hellwege, Herbert	Pastore, Phillip
Carlo, Alphonse	Howell, Gordon	Pequeno, Pedro
Coe, Douglas	Jarnigan, Peggy	Peterson, Thomas
Coffie, Boyd	Justice, Joseph	Riva, Daniel
Cohen, Edward	Kahn, Michael	Scheer, Edward
Copeland, Norman	Lillie, Joyce	Ser, Cary
Cotanche, Deloit	Lineham, Thomas	Stewart, Marilyn
Darraah, Theodore	Mack, Virginia	Storer, Jeffrey
Dasse, Frank	McAleer, Nancy	Woodbury, Ward

I. MINUTES: The minutes of the May 10th meeting were approved as distributed.

II. REPORTS:

A. Dr. Lancaster read the report of the faculty president, Dr. Cohen. This presentation included a section devoted to the activities of the standing committees for the current academic year.

1. The Educational Policy Committee has reinstated a library subcommittee that must be attentive to policies and procedures beyond the mere monitoring of the formula for the allocation of book funds. Moreover, the Council has recommended that no report on the site and design for the proposed new library be submitted to the Trustees until this subcommittee and interested faculty shall have an opportunity to be involved in the planning and until a new Director of Libraries has been appointed. Another EPC subcommittee is already at work studying the purpose of the undergraduate day program, especially the liberal arts vis-a-vis the vocational mission of the College.

2. The College Life Committee will be considering policies regarding the scheduling of events that deny the availability of institutional facilities to faculty and students. The status of the committee's visitation bill, passed last year by the Senate and stayed by Dr. Hicks, remains in limbo; an ad hoc committee of trustees, faculty, and students is meeting regularly to discuss the visitation issue against the backdrop of the social environment of the College.
3. The Professional Development Committee is at work on clarifications of certain ambiguous qualifications for full professor. This committee is also reviewing the procedures followed by F.E.R.C.
4. The Graduate and Evening Programs Committee will be considering several issues raised but not addressed last year: the establishment of formal procedures to administer the guideline on faculty participation in associated programs; the involvement of departments in the selection of course offerings and staffing in these programs; and the priority of day faculty over adjuncts in the selection of staffing for these programs.

Plans are well under way to secure an affiliation with the Orange County Teachers Federal Credit Union.

The faculty's report to the Trustees on October 20 will focus on ways to inform the trustees of our efforts to define the educational mission of the College and our attempts to improve the academic quality of the College. Professors Edge, Edmondson and Ross will share with the Board the experiences of the Lilly Program, the Faculty Development Program, and individual faculty achievements.

Dr. Lancaster announced that the Council has elected Dr. Lane as one of the faculty members from outside the department to serve on the Search Committee for the Dean of Crummer.

- B. Dr. Seymour spoke principally about the present status of the budget for the current year. At the present time the administration is in the process of preparing a budget from "the outside in" by putting together from fundamental considerations our expected income and expenses. It is important to recognize that any college budget reflects its educational policies and institutional priorities. It should express the day by day guideline for the college community, and should be adhered to, with appropriate monitoring by academic administrators. The

present budget exercise will be important for everyone involved because it will lead to a more meaningful budget for next year.

The College has about \$600,000 in reserve funds for emergency variances in its budget. It appears that last year's deficit of \$113,000 will reduce these reserves accordingly. A projection of this year's situation is premature. Dr. Seymour indicated he does not believe in mid-year panic budget adjustments, and that for this year it is terribly important that we maintain stability, continuity and financial security in the affairs of the College.

The new format for the departmental budget printouts was described. Dr. Seymour indicated the desire for faculty feedback in future budget preparations. He expressed his appreciation for the magnificent job Robert Conner has done in the face of many frustrations.

Dr. Seymour suggests that the overall budget approval by the trustees might be held until later in the academic year. The compensation budget needs to be prepared for the February trustee meeting, with the balance of the school year being spent in refining the additional budget items for the May trustee meeting.

Dr. Seymour stressed the importance of the right appointment of the Chief Financial Officer. He indicated his idealistic budget philosophy is that the educational programs drive the budget rather than the budget driving the educational programs. In a practical sense he believes in responsibility accounting once the budget is set. Good budgeting can be fun, but the current watch word is "patience".

Several times during his presentation, Dr. Seymour expressed his desire to find ways for more meaningful interactions between himself and the faculty. He is anxious to get together to discuss things that need to be talked about.

After the elections the floor was opened for questions to Dr. Seymour. In response to an inquiry from Dr. Harblin about student nutritional needs the president described our present arrangements with Saga.

- C. Dr. Ling requested additional nominations for commencement speakers. He pointed out that this year we will be writing our 5-year report for the Southern Association and hopes that everyone who is asked to contribute will do so willingly. He suggested that our "ancillary programs" from now on be called "associated programs" or "associated schools". Dr. Ling recognized the significance of having Mr. Lloyd Rives as our diplomat-in-residence.

III. BUSINESS:

- A. Search Committee for the Chief Financial and Business Officer. In addition to the Council nominations, Dr. Vincze was nominated from the floor.

Dr. Herbert Hellwege was elected as the faculty member of this committee.

- B. Election of faculty members to the Search Committee for the Director of Libraries. Professor Rossazza withdrew from those nominated by the Council. Dr. Valdes was nominated from the floor representing Social Sciences. Those elected were:

Humanities	Dr. Nordstrom
Expressive Arts	Dr. Lemon
Social Sciences	Dr. DeNicola
Science & Mathematics	Dr. Mulson

IV. OTHER BUSINESS: None

- V. ADJOURNMENT: The meeting adjourned at 5:17 PM. A taped record of the meeting is available in the College Archives.

*Jim*