

10-22-2013

# Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, October 22, 2013

Arts & Sciences Professional Standards Committee

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## **PSC meeting October 22nd in CSS 217.**

### **Committee Members**

Committee Chair & At Large Rep., - Julian Chambliss [JCHAMBLISS@Rollins.edu](mailto:JCHAMBLISS@Rollins.edu)

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SGA Rep - Emily Hendrix [EHENDRIX@Rollins.edu](mailto:EHENDRIX@Rollins.edu)

Expressive Arts Rep., Theatre & Dance - Kevin Griffin [kgriffin@rollins.edu](mailto:kgriffin@rollins.edu)

### **In Attendance:**

Julian Chambliss, Anne Murdaugh, Julia Maskivker, Fiona Harper, Gay Biery-Hamilton, Emily Hendrix, Julian Chambliss, Eric Smaw, James Zimmerman (guest), Kevin Griffin

## **Meeting Called To Order: 12:30pm**

Our agenda.

1) Welcome

2) Old Business

A. Continuing Discussion of CIE

-James Zimmerman led Student Focus Group about CIE (?)

Feasibility of doing student focus groups. What do we want to know? What kind of "student sampling" – by class year? Suggests a questionnaire of 5 questions or less. Would be best to have a 10-15 min. at the end of a class to ask the students these questions (4-5 questions). Believe it will give us a better sampling of students. Do we know professors that would allow James to do this? James availability to do this is best next semester. Suggestions of questions:

- If you were going to design the CIE what would you ask?
- When is the best time in the year to give these evaluations?
- How much time are you willing to spend on completing the CIE?
- In class completion vs. out of class completion of the CIE?

**PSC homework:** create 3-5 questions and send them to Julian and he will compile info. Please send your questions to him by Sunday Nov. 3.

- Faculty Forum? Does the PSC wish to pursue a faculty forum on this issue?
- Gay: suggests after gathering info from students talk to Paul again about the data and how to best approach the faculty.
- Faculty focus group by rank? There was a feeling that this would be a good possibility, but it was noted that due to scheduling this might not be something that can take place within an appropriate time frame.
- Finoa: suggests a short Zoomerang survey (5 questions) with a place to put comments (things that work, things that don't).
- Student survey (this semester), Faculty Focus Groups (next semester), Colloquia (next semester).
  
- The Faculty Evaluation Committee Problem - I believe that the discussion with Dr. Harris suggests some context and clarification is necessary in regards to how the FEC approaches the CIE. Does the PSC agree this is the case? What is the best way to approach this discussion?
- Gay: we need to work closely with Dr. Harris and the psychology dept. in any CIE development.
- Clarification of the importance of observation and (vs.?) the use of data numbers.
- Fiona: suggested we highlight the questions that we "like" and feel are important to keep from the current CIE. This would give us a basis to begin with. Julian will see if he can get a blank copy from the dean's office.

### 3) New Business

#### 1. Following Up on EC's recent request to review of the Faculty By-Laws

The bylaws say:

Faculty members shall be appointed to and reviewed by a single academic department, but teaching and service responsibilities may be distributed among different schools.

But there are some concerns that this rule is violated by appointments such as Tom Lairson to INB and Political Science and perhaps some people in Classics. The PSC has been tasked with reviewing the policy and seeing if the by laws need to be changed by leaving out the "appointed to" part.

- PSC would recommend the following:  
Faculty members shall be appointed to and reviewed by their home academic department. Teaching and service responsibilities may be distributed among different schools.
- However, PSC would like to have clarification on the reasoning behind the request for making this grammatical change.

Julian will send copies of the blank CIE to PSC members.

**Meeting adjourned: 1:45pm**