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Minutes, Arts & Sciences Executive Committee Meeting, Thursday, May 2, 2013

Arts & Sciences Executive Committee

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MINUTES
A&S Executive Committee Meeting
May 2, 2013, 4:00pm-5:30pm

In attendance: Dexter Boniface, Claire Strom, Joan Davison, Jill Jones, Dan Crozier, Bob Moore, Ben Varnum, Carol Bresnahan and Bob Smither. Guests: Carol Lauer and Thomas Ouellette.

- I. Call to Order. Jill Jones calls the meeting to order at 4:10pm.

- II. Approve the Minutes from the last Executive Committee meeting on March 14, 2013. A motion to approve the minutes is made and seconded. The minutes are approved.

- III. Committee Reports
 - a) AAC. Claire Strom states that a concern has come up with respect to compensation for team teaching; AAC believes this is the purview of PSC. The main issue for AAC right now is the topic of blended learning in the Liberal Arts. AAC has worked with Bob Smither on this issue and a committee on the topic was chaired by Robert Vander Poppen. She states that one concern that has come to the attention of the committee is that some faculty that utilize blended learning techniques could be penalized (specifically by their department CEC) for not spending more time in the classroom. She states that the committee has developed a plan which is well articulated and should move to the faculty sometime next year. Jill Jones asks if this has anything to do with Dave Richards and Holt's blended learning pilot program. Claire states that the A&S proposal is very different (more restrictive) than the blended learning concept currently in place in Holt. There is a consensus that having two systems of blended learning creates confusion. Furthermore, in departments like English which transcend A&S and Holt, it is unclear which guidelines to follow. Claire suggests that A&S and Holt will have to negotiate this issue. Jill asks for clarification about Holt and whether this issue is in their purview. Claire states that A&S and Holt do not necessarily need to agree on everything, but need to come to

a common understanding. She states that one complicating issue is the fact that the creation of CPS has fractured the status of Holt vis-à-vis A&S; for example, in terms of approving new programs. Claire concludes by noting that an additional issue to be dealt with in the future is self-designed majors. Joan Davison suggests that an additional issue for AAC to ponder is the role of Maymester. She notes that the faculty approved the program as a delivery method for general education courses; she wonders if this will change in the future. Bob Smither states that what is available in Maymester this term is what the faculty volunteered to offer (and is not strictly limited to General Education courses). Claire states that we probably need to change the guidelines in the future. Claire will continue to chair the committee next year.

- b) F&S. Bob Moore recalls that the travel budget issue was moved forward but there will be a reevaluation by the Budget and Planning Committee (BPC) in the future. A similar situation exists with respect to promotional raises; the issue will need to be examined by the BPC. Bob states furthermore that more faculty members, particularly those on F&S, should participate in the meetings of the BPC. Bob states that there are relatively few faculty members that regularly attend, generally just the Chair of F&S and the Faculty President. Carol Bresnahan states that the meetings are open. Bob Smither asks about the status of the merit committee. Has the committee taken any action? When will it ask for applications? Discussion ensues; the consensus of EC is that the forms should be due before FSARs are due, say August 15th, so that decisions can be made quickly at the start of the fall semester. Joan Davison raises an additional concern for the F&S committee. She states that there are a number of proposals that have been made within the context of creating a sustainable development model; however, the A&S has not come up with a consensus around what our collective priorities are. Bob Moore states that a chair for F&S has not yet been established.
- c) PSC. Joan Davison reports that Julian Chambliss is the incoming Chair of PSC. Furthermore, she states that they had a very successful year working with Chris Fuse on the Student-Faculty Collaborative Research Program; Joan thanks Provost Bresnahan for helping move this discussion forward. In the future, a policy has been put in place such that students will need to fill out individual proposals even if they are part of a group. Furthermore, Joan states that students need training in how to write grants. One problem is that faculty members often help students write grants but not in all cases, placing some students at a potential disadvantage given their lack of familiarity with

grant writing. Carol Lauer asks about the teaching evaluation system. Joan states that a colloquium will take place in the fall and that PSC will continue to work on this issue. Ben Varnum states that he hopes that students are included in the dialogue about revamping the course evaluation system. Carol Lauer states that there needs to be enough information in the course evaluation forms for FEC to meaningfully evaluate. Joan Davison states that one of the concerns that led PSC to recommend changes was a perception that some members of FEC use the numerical evaluations in ways that were never intended, particularly the percentile scores; therefore, PSC has recommended eliminating percentile scores altogether.

- d) SLC. Dan Crozier states that a chair has not yet been identified for next year. One problem is that certain departments are already well represented on EC such as Anthropology and History. Another issue that came up at the last meeting is the changes in the Rollins code of conduct. HR is coming up with a new policy on sexual misconduct for the entire institution; part of the motivation appears to be ensuring compliance with federal laws (i.e., Title 9). They will be formulating the new policy over the summer. Dan notes that the faculty would like to have more information before the new policy goes into effect. Carol Bresnahan asks if the committee has dealt with the new smoking policy at all. Dan states that this issue has come up and one ongoing concern is that the policy is not being effectively enforced. Carol agrees; she has seen students smoking literally in front of the non-smoking signs. Ben Varnum agrees that enforcement is an issue; however, students do not want to be the enforcer and police one another let alone faculty and staff. Carol Bresnahan states that the Provost's office is willing to be the enforcer. Joan Davison states that the issue is not only one for A&S but also for Holt. She notes that there are many smokers that go to evening classes in Cornell Hall for example. She believes that violations of the policy are less common among day students today than in the past. Ben Varnum states that the library is a particular concern since students often smoke near the entrance. He acknowledges that the designated smoking area nearest to the library is rather far away; however, this does not excuse violations of the policy. Carol Lauer asks if campus security could enforce the rule. Carol Bresnahan states that the campus is supposed to police itself; however, it does not work when students have to confront a supervisor. She believes a cultural change will take time to achieve. Joan Davison asks what constitutes the Rollins' campus; for example, is the parking garage a smoke-free area too? Dan states that the smoking policy will be on SLC's agenda for next year. Finally, he proposes that the handbook be changed to correct misinformation

regarding the student handbook. Dan seeks clarification regarding where the faculty handbook resides and who he should contact about changing it. The consensus of EC is that the student handbook resides with the Provost's Office.

- e) Student Government Association. Ben Varnum states they had a very successful year. They passed twenty legislative items, including funding Fox Day. They revised the Constitution to reflect their governance structure. Furthermore, they now post their minutes, something which was not the case in the past. They worked all year on streamlining their operations. Finally, a new president has been elected for next year: Robert Salmeron.

IV. Business

- a) Archiving faculty minutes in RSO (Olin Library). Claire Strom states that she supports the idea; an advantage is that the library personnel are archivists and have an excellent grasp of digital materials. Carol Lauer states that an additional advantage of working with Olin is that it will eliminate the burden on administrative assistants to post the minutes. Jill Jones motions that we archive future governance minutes at Olin. The motion passes.
- b) Discussion of INB Resolution. Jill asks the committee for advice on what to do next after yesterday's very strong vote endorsing the INB resolution to rejoin A&S. She plans to forward the resolution to the Board of Trustees, Chairman David Lord in particular. Joan Davison notes that the Board appears to be receptive to greater and more regular communication between the Board and the faculty. Thomas Ouellette asks how we should handle the transition from the current EC to the incoming one in relation to the Board. Claire states that she will be a link from the current to the future EC. Jill states that the official transition will occur on June 1 and she is certain that the current EC is happy to be involved as needed.
- c) Artists in Residence. Bob Smither states that in there are some staff positions at Rollins that certain faculty members have proposed be converted to Artists in Residence positions. However, Bob notes, this would involve a significant status change since Artists in Residence are faculty positions. Bob asks if EC believes that Artists in Residence positions require a national search like regular faculty positions do. Thomas Ouellette states that he has knowledge of this particular situation. He states that the staff in question, whom are important contributors to the arts at Rollins, were not hired in the

same way that faculty would be hired; they were hired as staff. He notes that one of the main arguments for elevating their status to Artists in Residence would be to create a more egalitarian system in the theater department such that staff members are treated more like faculty, including in terms of compensation. However he notes that these staff personnel do not have the same training and credentials that faculty would have following a rigorous national search. He states that one of the challenges is that their jobs have evolved over time and now encompass new responsibilities. Joan states that athletics is somewhat similar. She suggests that there may be other ways to give staff more compensation and a sense of community other than converting them into faculty positions; for example, creating new titles which reflect their new responsibilities and raise their status. Carol Lauer agrees. She suggests that perhaps there is another staff level that could be created. Jill Jones states that she strongly favors a national search for any faculty position; she states that faculty members at Rollins should have appropriate degrees.

V. Adjourn. The meeting is adjourned at 5:35pm.